

POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE – ROOM 120
SEPTEMBER 21, 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

GRANTING TEMPORARY CONSTRUCTION EASEMENT

- *5. Resolution granting a temporary construction easement to the City of West Des Moines for road realignment of SE County Line Road (land known as the Great Western Trail).

PUBLIC HEARING

APPROVING LAND TRANSFER

- *6. Resolution approving a land transfer to the City of West Des Moines for road realignment of SE County Line Road (land known as the Great Western Trail).

7.

PUBLIC COMMENTS

PERMITS

8. New application for 5-day Class “C” Liquor License for Ankeny Area Chamber of Commerce, 401 NE 66th Avenue.

RESOLUTIONS

9. Resolution authorizing the Auditor’s Office to publish Notice of Public Hearing for October 5, 2021 on Disposal of County Interest in Real Estate (parcel located between 401 & 410 W. Broadway Street).
10. Resolution authorizing the Auditor’s Office to publish Notice of Public Hearing for October 5, 2021 on Disposal of County Interest in Real Estate (parcel located between 401 & 413 W. Broadway Street).
- *11. Resolution approving Sanitary Sewer Right-of-Entry and Temporary Construction Easement Agreement (Norwoodville Urban Renewal Area, L. Saravia).

- *12. Resolution approving Subdivision Inspection Agreement for Timber Valley Estates.
- *13. Resolution receiving bid for additional sidewalk construction and authorizing a change order for Concrete Technologies, Inc. (Public Works East Access Paving Project).
- *14. Resolution approving release of a lien on 8333 NW 28th Street, Ankeny (Enright).
- 15. Resolution approving final plat of Ironman.
- *16. Resolution approving agreement with DART (Des Moines Area Regional Transit Authority) for services to low-income, elderly and disabled residents of Polk County.
- *17. Resolution approving Amendment No. 17 with Iowa Department of Public Health for multi-year emergency preparedness and response funding.
- *18. Resolution approving Agreement for Professional Services with Employee and Family Resources for opioid addiction and overdose program services.
- *19. Resolution approving grant agreements with Mid-Iowa Health Foundation for assessing and addressing health and mental health needs in immigrant and refugee communities.
- *20. Resolution approving amendment to lease agreement with Iowa Department of Human Services (Refugee Service Bureau) for use of office space at 1914 Carpenter Avenue.
- 21. Resolution modifying position within the Health Department.
- *22. Resolution approving agreement with American Correctional Association (to conduct a reaccreditation audit of the jail).
- *23. Resolution approving amended 28E agreement with the Animal Rescue League of Iowa (animal impoundment and shelter services).
- 24. Resolution appointing individuals to various boards and commissions.
- 25. Resolution approving Community Betterment Grant awards.

COMMUNICATIONS

*26. City of West Des Moines notice of meeting concerning Amendment No. 12 to Amended and Restated Mills Parkway Urban Renewal Plan.

*27. Notice of meeting regarding Windsor Heights Consolidated Urban Renewal Area.

BUDGET ACTIONS

28. Memorandum of Budget Actions.

APPOINTMENTS

29. 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>

RESOLUTION

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

WHEREAS, the Polk County Conservation Board maintains the Great Western Trail system, part of which runs through southwestern Polk County pursuant to §350.4, Iowa Code (2017); and,

WHEREAS, the City of West Des Moines, Iowa requests Polk County and the Polk County Conservation Board grant a temporary construction easement on Board-managed land known as the Great Western Trail near the intersection of County Line Rd. and Veterans Parkway in West Des Moines, Iowa, to be conveyed by temporary easement to the City of West Des Moines; and,

WHEREAS, the locally known descriptions where the contemplated land will be located are as follows:

LEGAL DESCRIPTION:

A TEMPORARY CONSTRUCTION EASEMENT LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE1/4SW1/4) OF SECTION THIRTY-FOUR (34), TOWNSHIP SEVENTY-EIGHT (78) NORTH, RANGE TWENTY-FIVE (25) WEST OF THE 5TH P.M., CITY OF WEST DES MOINES, POLK COUNTY, IOWA. BEING PART OF A STRIP OF LAND 100 FEET IN WIDTH, WHICH IS 50' ON EACH SIDE OF THE CENTERLINE OF THE MAIN TRACK OF THE CHICAGO, ST. PAUL AND KANSAS CITY RAILWAY COMPANY (LATER THE CHICAGO GREAT WESTERN RAILWAY COMPANY, NOW THE CHICAGO AND NORTH WESTERN TRANSPORTATION COMPANY), ALSO BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 34; THENCE S89°50'37"E, ALONG THE SOUTH LINE OF THE SW1/4SW1/4 OF SAID SECTION 34, A DISTANCE OF 684.94 FEET TO A POINT ON THE WESTERLY LINE OF SAID 100' STRIP OF LAND; THENCE N40°43'02"E, ALONG SAID WESTERLY LINE, 588.05 FEET; THENCE CONTINUING ALONG SAID WESTERLY LINE, 607.67 FEET ALONG THE ARC OF A 3869.70 FOOT RADIUS CURVE, CONCAVE SOUTHEAST, HAVING A CHORD BEARING OF N45°12'58"E AND A DISTANCE OF 607.04 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG THE WESTERLY LINE OF SAID 100 FOOT STRIP OF LAND 439.79 FEET, ALONG THE ARC OF A 3869.70 FOOT RADIUS CURVE, CONCAVE SOUTHEAST, AND HAVING A CHORD BEARING OF N52°58'14"E AND DISTANCE OF 439.55 FEET; THENCE S33°46'25"E, 100.00 FEET TO THE EASTERLY LINE OF SAID 100 FOOT STRIP OF LAND; THENCE ALONG THE EASTERLY LINE OF SAID 100 FOOT STRIP OF LAND, 424.97 FEET, ALONG THE ARC OF A 3769.70 FOOT RADIUS CURVE, CONCAVE SOUTHEAST, AND HAVING A CHORD BEARING OF S52°59'48"W AND DISTANCE OF 424.74 FEET; THENCE N42°15'47"W, 100.06 FEET TO THE POINT OF BEGINNING.

WHEREAS, Polk County Conservation Board determined at its June 9, 2021 meeting that the requested temporary easement will not interfere with park purposes; and

WHEREAS, a public was held on September 21, 2021 at the regularly scheduled meeting of the Polk County Board of Supervisors, Polk County Administrative Office Building, Room 120, 111 Court Avenue, Des Moines, Iowa; and

#5

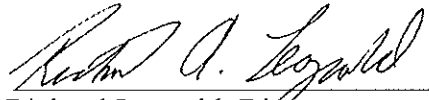
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:


Richard Leopold, Director
Polk County Conservation

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

9/21/21

Item Type & Title: Public Hearing to approve a temporary construction easement to the City of West Des Moines for the road realignment of SE County Lines Rd on land known as the Great Western Trail.

Agenda Date: 9/21/21

Contact Individual: Richard Leopold

Previous Action taken by the Board: 9/7/21

Action Requested (Recommended):

That the Board of Supervisors approve the temporary construction easement to the City of West Des Moines for the purpose of the realignment of SE County Line Rd. on land known as the Great Western Trail managed by the Polk County Conservation Board.

Comply with Policy: NA

Background:

The Polk County Conservation Board supports West Des Moines' plan for the realignment of SE County Line Rd.

Action Impact:

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
07/20	N	NA	NA			
08/21	N	NA	NA			

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Conservation Board maintains the Great Western Trail system, part of which runs through southwestern Polk County pursuant to §350.4, Iowa Code (2017); and,

WHEREAS, the City of West Des Moines, Iowa requests Polk County and the Polk County Conservation Board grant a land transfer on Board-managed land known as the Great Western Trail near the intersection of County Line Rd. and Veterans Parkway in West Des Moines, Iowa, to be conveyed by Quitclaim Deed to the City of West Des Moines; and,

WHEREAS, the locally known descriptions where the contemplated land will be located are as follows:

LEGAL DESCRIPTION 015-01-F1:

A TRACT OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER (SW1/4SW1/4) AND IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE1/4SW1/4) ALL IN SECTION THIRTY-FOUR (34), TOWNSHIP SEVENTY-EIGHT (78) NORTH, RANGE TWENTY-FIVE (25) WEST OF THE 5TH P.M., CITY OF WEST DES MOINES, POLK COUNTY, IOWA. BEING PART OF A STRIP OF LAND 100 FEET IN WIDTH, WHICH IS 50' ON EACH SIDE OF THE CENTERLINE OF THE MAIN TRACK OF THE CHICAGO, ST. PAUL AND KANSAS CITY RAILWAY COMPANY (LATER THE CHICAGO GREAT WESTERN RAILWAY COMPANY, NOW THE CHICAGO AND NORTH WESTERN TRANSPORTATION COMPANY), ALSO BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 34; THENCE S89°50'37"E, ALONG THE SOUTH LINE OF THE SW1/4SW1/4 OF SAID SECTION 34, A DISTANCE OF 684.94 FEET TO A POINT ON THE WESTERLY LINE OF SAID 100' STRIP OF LAND; THENCE N40°43'02"E, ALONG SAID WESTERLY LINE, 588.05 FEET; THENCE CONTINUING ALONG SAID WESTERLY LINE, 156.98 FEET ALONG THE ARC OF A 3869.70 FOOT RADIUS CURVE, CONCAVE SOUTHEAST, HAVING A CHORD BEARING OF N41°52'47"E AND A DISTANCE OF 156.97 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG THE WESTERLY LINE OF SAID 100 FOOT STRIP OF LAND 450.69 FEET, ALONG THE ARC OF A 3869.70 FOOT RADIUS CURVE, CONCAVE SOUTHEAST, AND HAVING A CHORD BEARING OF N46°22'42"E AND DISTANCE OF 450.43 FEET; THENCE S42°15'47"E, 100.06 FEET TO THE EASTERLY LINE OF SAID 100 FOOT STRIP OF LAND; THENCE ALONG THE EASTERLY LINE OF SAID 100 FOOT STRIP OF LAND, 438.41 FEET, ALONG THE ARC OF A 3769.70 FOOT RADIUS CURVE, CONCAVE SOUTHEAST, AND HAVING A CHORD BEARING OF S46°26'08"W AND DISTANCE OF 438.16 FEET; THENCE N49°17'57"W, 100.09 FEET TO THE POINT OF BEGINNING.

ALL RIGHT-OF-WAY SHOWN HEREIN SHALL BE FULLY ENCUMBERED BY A PUBLIC TRAIL EASEMENT, TO BE TRANSFERRED ON A SEPARATE DOCUMENT

WHEREAS, Polk County Conservation Board determined at its June 9, 2021 meeting that the requested land transfer will not interfere with park purposes; and

WHEREAS, a public hearing was held on September 21, 2021 at the regularly scheduled meeting of the Polk County Board of Supervisors, Polk County Administrative Office Building, Room 120, 111 Court Avenue, Des Moines, Iowa; and

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

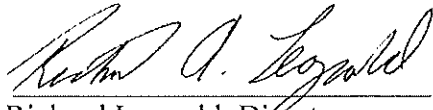
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Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

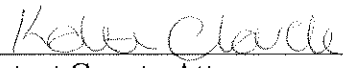
RECOMMENDED FOR APPROVAL:



Richard Leopold, Director
Polk County Conservation

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

9/21/21

Item Type & Title: Public Hearing to approve a land transfer by Quit Claim Deed to the City of West Des Moines for the road realignment of SE County Lines Rd on land known as the Great Western Trail.

Agenda Date: 9/21/21

Contact Individual: Richard Leopold

Previous Action taken by the Board: 9/7/21

Action Requested (Recommended):

That the Board of Supervisors approve the land transfer by Quit Claim Deed to the City of West Des Moines for the purpose of the realignment of SE County Line Rd. on land known as the Great Western Trail managed by the Polk County Conservation Board.

Comply with Policy: NA

Background:

The Polk County Conservation Board supports West Des Moines' plan for the realignment of SE County Line Rd.

Action Impact:

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
07/20	N	NA	NA			
08/21	N	NA	NA			

Additional Fiscal Note Information (optional):

Polk County Report On Liquor License Application

Office Of The Polk County Auditor

Room 230 - Administrative Office Building

To: Polk County Sheriff Department
Polk County Planning & Development - Building Division
Polk County Attorney
Iowa Department of Inspections & Appeals

Date: September 15, 2021

The below named applicant has applied for a **5-Day**
Class C Liquor License. A copy of their Application is attached.
This is a **new/renewal** application.

Name of Applicant: ANKENY AREA CHAMBER OF COMMERCE Phone: 515-402-0660

Trade Name or Club Name: Ankeny Area Chamber of Commerce

Street Address (Premises) 401 NE 66th Ave Bus. Phone: 515-964-0685

City Des Moines Zip Code No. 50313 Township SAYLOR

Please complete this request for information and/or recommendation
and return to this office within seven days.

Thank you for your cooperation.

1. Physical Planning: Recommendation to Approve _____, Deny _____.
2. Iowa Health Center: Recommendation to Approve _____, Deny _____.
3. Sheriff: Findings of fact attached - Yes ✓, No _____.
Is a Recommendation Made? Yes _____, No ✓
4. County Attorney: Findings of fact attached - Yes ✓, No _____.
Is a Recommendation Made? Yes _____, No ✓

AUDITOR

#8

107-564

RESOLUTION

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

WHEREAS, it is proposed to dispose of Polk County's interest in real estate of a parcel located between 401 and 410 W. Broadway Street, Polk City, Iowa and legally described as:

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

To First Choice Renovations for a total of \$250.00; and

WHEREAS, Iowa Code section 331.361(2) requires a public hearing on a proposal to dispose of an interest in real estate.

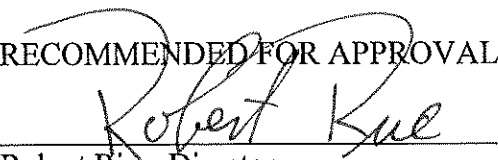
NOW, THEREFORE, BE IT RESOLVED that a public hearing on this proposed disposal of the County's interest in real estate will be held on the date of October 5, 2021, at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa. The Auditor is directed to publish notice of the public hearing.

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

#9

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 132-21 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File 107-564, a parcel located between 401 and 410 W. Broadway Street to First Choice Renovations, District 261 Parcel 00083-002-000.

Agenda Date: September 21, 2021

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Set Public Hearing

Comply with Policy: Yes, Proposal.

Background: Polk County received a proposal from First Choice Renovations for a total of \$250.00 to purchase this parcel. The 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 sets the public hearing date and directs the Auditor's Office to publish notice of a public hearing.

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			\$250.00			

Additional Fiscal Note Information (optional):

NOTICE OF PUBLIC HEARING

The Polk County Board of Supervisors will hold a Public Hearing on the 5th of October, 2021 at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, to consider a proposal to convey real estate of a parcel located between 401 and 410 W. Broadway Street, Polk City, Iowa and described as:

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

To First Choice Renovations for a total of \$250.00. For additional information, contact Polk County Public Works, Real Estate Division at (515)286-3705.



107-565

RESOLUTION

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

WHEREAS, it is proposed to dispose of Polk County's interest in real estate of a parcel located between 401 and 413 W. Broadway Street, Polk City, Iowa and legally described as:

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

To First Choice Renovations for a total of \$250.00; and

WHEREAS, Iowa Code section 331.361(2) requires a public hearing on a proposal to dispose of an interest in real estate.

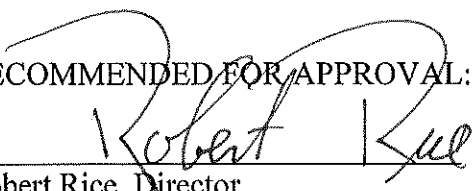
NOW, THEREFORE, BE IT RESOLVED that a public hearing on this proposed disposal of the County's interest in real estate will be held on the date of October 5, 2021, at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa. The Auditor is directed to publish notice of the public hearing.

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

#10

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 131-21 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File 107-565, a parcel located between 401 and 413 W. Broadway Street to First Choice Renovations, District 261 Parcel 00083-003-000.

Agenda Date: September 21, 2021

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Set Public Hearing

Comply with Policy: Yes, Proposal.

Background: Polk County received a proposal from First Choice Renovations for a total of \$250.00 to purchase this parcel. The 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 sets the public hearing date and directs the Auditor's Office to publish notice of a public hearing.

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			\$250.00			

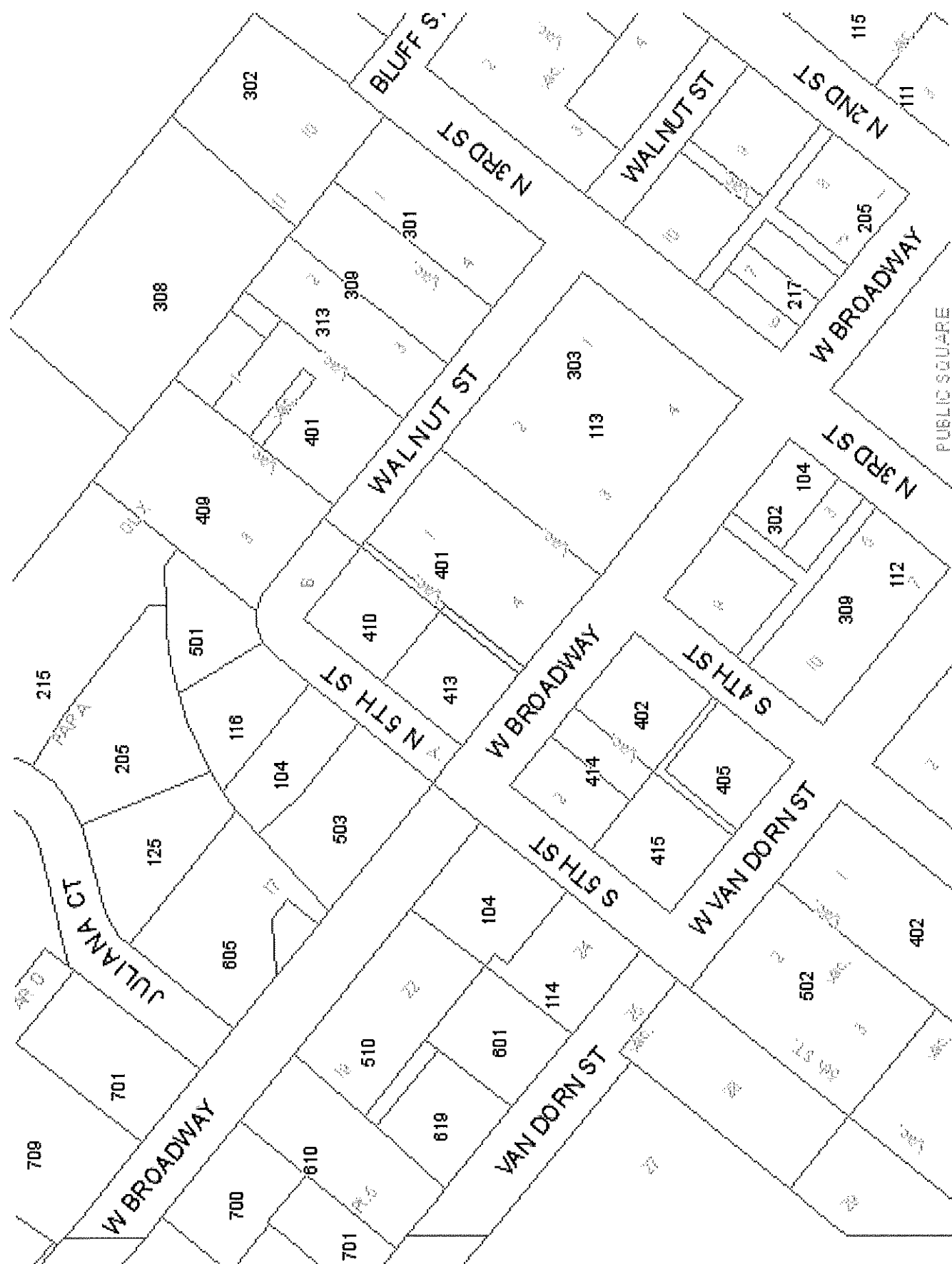
Additional Fiscal Note Information (optional):

NOTICE OF PUBLIC HEARING

The Polk County Board of Supervisors will hold a Public Hearing on the 5th of October, 2021 at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, to consider a proposal to convey real estate of a parcel located between 401 and 413 W. Broadway Street, Polk City, Iowa and described as:

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

To First Choice Renovations for a total of \$250.00. For additional information, contact Polk County Public Works, Real Estate Division at (515)286-3705.



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, the 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

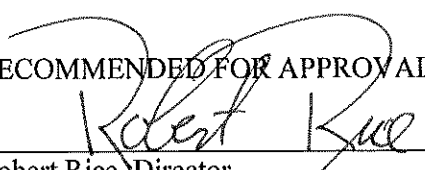
BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the County Auditor to record all necessary documents.

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



POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 133-21 to approve a sanitary sewer Right of Entry and Temporary Construction Easement agreement.

Agenda Date: September 21, 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						

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Preliminary Plat for Timber Valley Estates was approved by Polk County on June 1, 2021; and

WHEREAS, the Developer has submitted Construction Drawings for Timber Valley Estates 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 Timber Valley Estates and authorizes the Chairperson of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

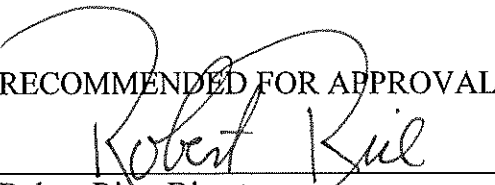
BE IT FUTHER RESOLVED that the Public Works Department return a copy of the signed agreement to Luke Strahan and administer the agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

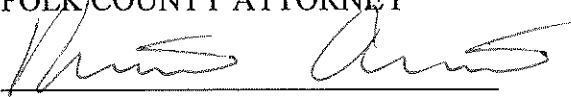
RECOMMENDED FOR APPROVAL:



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. 135-21 approving a Subdivision Inspection Agreement for Timber Valley Estates.

Agenda Date: September 21, 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. 7, June 1, 2021 approving Preliminary Plat for Timber Valley Estates

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 and work begins on the plat improvements and Polk County monitors progress.

Action Impact: Allows work to begin on the plat improvements for Timber Valley Estates 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, on September 3, 2021 the Polk County Public Works Department received an estimate from Concrete Technologies, Inc for added work to complete sidewalk construction as part of the ongoing PCPW East Access Paving project, as follows:

Concrete Technologies, Inc.	\$8,195.00
-----------------------------	------------

WHEREAS, it is the recommendation of the Public Works Department to accept the estimate and change order for the extra work by Concrete Technologies, Inc; and

NOW THEREFORE, BE IT RESOLVED Polk County, Iowa approves the terms of the the bid for construction by change order in the amount of eight thousand one hundred ninety five and 00/100's Dollars (\$8,195.00) and authorizes the Chairperson of the Polk County Board of Supervisors to sign said change order on behalf of Polk County; and

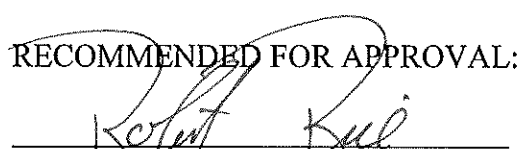
BE IT FURTHER RESOLVED that the funds shall be drawn from the Polk County Public Works FY 21/22 operating budget.

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 Note: Estimated costs of \$8,195.00 for the extra work specified on the changed order funded from Public Works current FY21/22 operating budget.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 134-21 to receive a bid for additional sidewalk construction added to the ongoing PCPW East Access Paving project and authorize a change order for Concrete Technologies, Inc. (CTI) to complete the work

Agenda Date: September 21, 2021

Contact Individual: Erin K. Tyrrell, PE, Assistant County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: Resolution No. 114-21 (10), August 10, 2021 Board acceptance of bid and project awarded to Concrete Technologies, Inc.

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution accepts change order of extra work on the PCPW East Access Paving project for sidewalk construction added to the contract, accepts the bid from CTI, authorizes the Chairperson of the Polk County Board of Supervisors to execute the change order agreement on behalf of Polk County, and authorizes Public Works to proceed with construction.

Comply with Policy: Yes

Background: Polk County Public Works solicited for extra work to be added to the ongoing contract. The additional work will construct a sidewalk that connects a patio at the southwest corner of the Public Works building to the recently constructed pond trail. The Public Works Department recommends approval of the change order in the amount of \$8,195.00.

Action Impact: Approval of resolution allows Public Works to construct this connecting trail with the ongoing on-site project.

Fiscal Note: Estimated costs of \$8,195.00 for the extra work specified on the changed order funded from Public Works current FY21/22 operating budget.

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	\$8,195.00	N/A	N		

Additional Fiscal Note Information (optional):

R E S O L U T I O N

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

WHEREAS, Polk County entered into a Sanitary Sewer Extension Agreement with Allan and Paulette Enright for property described as: Lot 10 Oakwood Park in Polk County, Iowa, locally known as 8333 NW 28th St, Ankeny, Iowa; and

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

WHEREAS, in accordance with the Polk County Water and Sewer Policy, a lien was placed on the property in the amount of \$8,820.00; and

WHEREAS, Allan and Paulette Enright have satisfied the requirements of the lien recorded August 18th, 2018, in book 17081 page 710-714 against the property located at 8333 NW 28th St., Ankeny, Iowa.

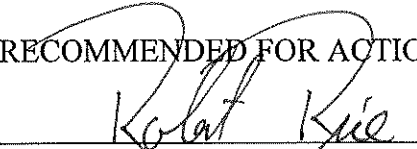
NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa releases the lien on 8333 NW 28th St., Ankeny, Iowa, authorizes the Chairperson of the Polk County Board of Supervisors to sign the attached release, and requests the Polk County Auditor's Office to record this release.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR ACTION:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY



Assistant County Attorney

Fiscal Impact: None

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 136-21 to approve the release of a lien on 8333 NW 28th St., Ankeny, IA 50023

Agenda Date: September 21, 2021

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

Previous Action taken by the Board: Yes

Board/Commission Actions: Board approved Sanitary Sewer Extension Agreement on August 18, 2018.

Action Requested (Recommended): Approve the release of lien on property located 8333 NW 28th St., Ankeny, IA 50023

Comply with Policy: Yes

Background: Polk County entered into a Sanitary Sewer Extension Agreement with Allan and Paulette Enright for property located at 8333 NW 28th St., Ankeny Iowa, on August 18, 2018. The Sanitary Sewer Extension Agreement provided for repayment of the acreage fees, frontage fees and connection fees by installment over a nine-year period of time. In accordance with the Polk County Water and Sewer Policy, a lien was placed on the property in the amount of \$8,820.00. The property owner has satisfied the requirements of the Sanitary Sewer Extension Agreement.

Action Impact: Approving this Resolution authorizes the release of the lien on the property at 8333 NW 28th St., Iowa, 50313.

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		N/A	N/A			

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the owners of land located in Section 12, Township 79 North, Range 24 West of the 5th P.M. (Saylor Township), Polk County, Iowa, wishes to subdivide and plat their land into a minor subdivision final plat known as Ironman; and

WHEREAS, the minor subdivision final plat proposes two (2) commercial/industrial lots on approximately 2.68-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 and approved the minor subdivision preliminary plat on July 5, 2019; 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 Ironman and authorizes the Chairperson of the Polk County Board of Supervisors to sign the Resolution.

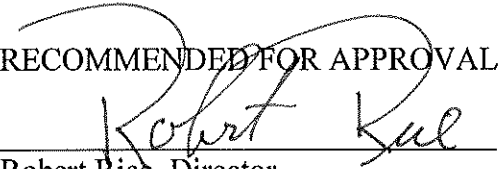
Sewer Service:	Polk County Sanitary Sewer
Water Service:	Des Moines Water Works
Zoning:	"HI" Heavy Industrial District
Platted by:	Denny Sult (Owner/Developer)
Engineer:	Pelds Design Services
Location:	The property has an existing address of 1647 NE 55 th Avenue, Ankeny.
Township:	Saylor

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:


Robert Rice, Director
Polk County Public Works Department

FISCAL NOTE: No cost to the County

#15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 130-21 approving the Final Plat of Ironman.

Agenda Date: September 21, 2021

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

Previous Action taken by the Board: None

Board/Commission Actions: None. This is a minor subdivision plat.

Action Requested (Recommended): Approval

Comply with Policy: Yes. The Plat complies with the requirements of the Polk County Zoning and Subdivision Ordinances. The minor subdivision final plat was reviewed and recommended for approval by the Public Works Department.

Background: This minor subdivision final plat proposes two (2) commercial/industrial lots on 2.68-acres of land zoned "HI" Heavy Industrial District. The layout creates separate lots for the two existing buildings located on the subject property. Lot 1 is approximately 1.21-acres in size with Lot 2 being a corner lot with approximately 1.46-acres. No new streets are proposed.

Action Impact: Approval of the Final Plat allows for its recording.

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	N	N	N	N		

Additional Fiscal Note Information (optional):

Ironman Final Plat

PLAT INFORMATION: This minor subdivision plat proposes two (2) commercial/industrial lots on 2.68-acres of land zoned "HI" Heavy Industrial District. The subject property has an existing address of 1647 NE 55th Avenue, Ankeny and is located in Section 12 of Saylor Township.

SEWER: Polk County Sanitary Sewer

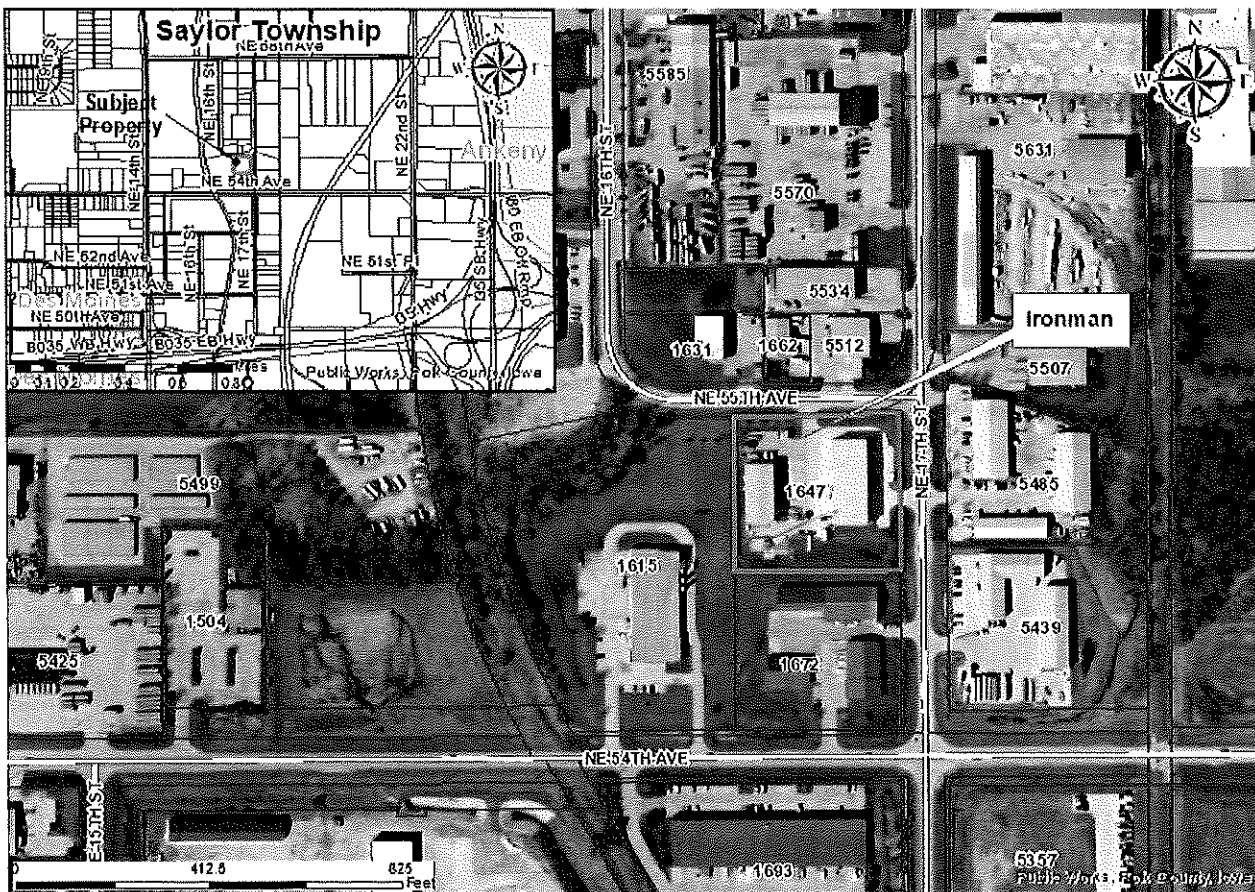
WATER: Des Moines Water Works

TOWNSHIP: Saylor

SURVEYOR/ENGINEER: Pelds Design Services

OWNER/DEVELOPER: Denny Sult

Vicinity Map:



RESOLUTION

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

WHEREAS, Polk County, Iowa has a three-year Agreement with the Des Moines Regional Transit Authority (DART) for transportation services to low-income, elderly, and disabled residents of Polk County (Agreement) that expires on June 30, 2021; and

WHEREAS, a new three-year Agreement with DART for a term of July 1, 2021 through June 30, 2024 has been prepared; and

WHEREAS, effective July 1, 2021, the unit costs will be as follows:

\$13.44* per one (1) way group trip

\$27.52* per one (1) way individual trip

\$84.00* per month per participant for RideShare

\$133,000 for other services, supports and equipment to serve the public

*Ride Rates will increase 3% per year July 1, 2022 through June 30, 2024.

WHEREAS, approval of this Agreement will authorize tax expenditures for FY 21-22 in an amount up to \$757,952 in General Basic funds and \$175,664 in MHDS (Mental Health and Disability Services) funds.

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa approves the terms of the attached Agreement with DART for transportation services to low-income, elderly, and disabled residents of Polk County and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

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: Matthew
Assistant County Attorney

16

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Agreement between Polk County and Des Moines Area Regional Transit Authority (DART) for transportation services to low-income, elderly and disabled residents of Polk County (Agreement).

Agenda Date: September, 21 2021

Contact Individual: Eric N. Kool, Director
Community, Family and Youth Services
515-286-3202

Previous Action taken by the Board: The Board approved a similar agreement on December 4, 2018.

Board/Commission Actions:

Action Requested (Recommended): Approval is recommended.

Comply with Policy: Yes.

Background: Paratransit service provides transportation for physically or mentally impaired, income-eligible individuals and trips for qualified purposes for those over sixty years of age. Service is provided via lift-equipped mini-bus, van, cab or with subsidized bus tokens or passes. County funded transportation may be provided to congregate meal sites, grocery stores, medical appointments, job sites (for Polk County Health Services, Inc. clients) or miscellaneous other sites. This is a new three-year Agreement. The proposed rates for FY 21-22 are listed below. Unit rates and mobility coordinator will increase 3% per fiscal year starting July 1, 2022 while the flat annual rates will remain for the length of this agreement.

SERVICES	UNIT	COST PER UNIT	ANNUAL
Paratransit Group	One (1) way trip	\$13.44	\$557,760
Paratransit Individual	One (1) way trip	\$27.52	\$262,816
Ride Share	One person, one month	\$84.00	\$5,040
OTT Passes	Annual		\$33,000
Mobility Coordinator	Annual		\$25,000
Capital Contribution	Annual		\$50,000
General Basic Fund			\$757,952
MHDS Fund			\$175,664
TOTAL AMOUNT NOT TO EXCEED			\$933,616

Action Impact: Approval of this Agreement will help ensure that clients achieve or maintain independence and possibly prevent or delay premature out-of-home placement.

Fiscal Note: On the table below, the first line is in reference to the CFYS budget with expenses from the General Basic Fund (1), the second is in reference to the Polk County Health Services budget with expenses from the Mental Health Disability Services Fund (10).

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	\$757,952	\$140,000	Y	10233411.74600 ¹	10233411.52450 ⁶
22/23		\$777,992	\$140,000	Y	10233411.74610 ²	
23/24		\$798,846	\$140,000	Y	10233411.74670 ³ 10233411.77490 ⁴	
21/22	Y	\$175,664		Y	1000444030.84031	
22/23		\$180,961		Y	through 84331 ⁵	
23/24		\$186,387		Y		

Additional Fiscal Note Information:

¹Adult Services – Congregate Meals Transportation

²Adult Services – Opportunities through Transit

³Adult Services – Undesignated transportation

⁴Adult Services – Program Expense - Mobility Coordinator and Vehicle Access Fee

⁵Mental Health Disability Services Fund

⁶Aging Resources grant (revenues of \$140,000)

RESOLUTION

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

WHEREAS, health related disasters often come with little or no warning; and

WHEREAS, initial expenses must be borne by local communities; and

WHEREAS, Polk County, Iowa entered into Contract 5885BT477 Emergency Response Multi Year Program with the Iowa Department of Public Health on June 23, 2015 to expedite the disbursement of future emergency response funding; and

WHEREAS, previous Amendments 1-16 have added funding for specific emergency preparedness activities over the years; and

WHEREAS, this Amendment 17 to Contract 5885BT477 adds additional funding of \$64,209 for the First Responders Comprehensive Addiction and Recovery Project to address opioid overdose and addition within the fourteen counties of the Central Iowa Health Care Coalition. The amended budget amount is \$1,882,643.

NOW, THEREFORE, BE IT RESOLVED: that Polk County, Iowa approves Amendment 17 to Contract 5885BT477 for multi-year emergency response funding with the Iowa Department of Public Health and authorizes the Chairperson of the Polk County Board of Supervisors to sign Amendment 17 on behalf of Polk County, Iowa.

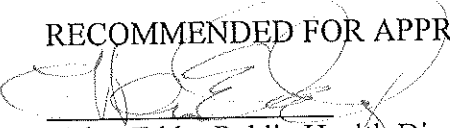
NOW, THEREFORE, BE IT FURTHER RESOLVED: That the Director of the Polk County Health Department, or her designee, be authorized to execute any and all documents in furtherance of this Application or distribution.

Approved this _____ day of _____, 2021

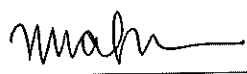
POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:


Helen Eddy, Public Health Director
Polk County Health Department

APPROVED AS TO FORM:
JOHN P. SARCONI
POLK COUNTY ATTORNEY

By 
Assistant County Attorney

FISCAL NOTE: additional: \$64,209

#17

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Amendment 17 to Contract 5885BT477 with the Iowa Department of Public Health (IDPH) for Multi-Year Emergency Preparedness and Response funding

Agenda Date: 9/21/2021

Contact Individual: Scott Slater, 286-3752

Previous Action taken by the Board: Original Contract 5885BT477 with IDPH approved by BOS on 6/23/2015 and amended several times thereafter.

Board/Commission Actions: None

Action Requested (Recommended): Approval

Comply with Policy: Yes

Background: In previous public health disasters (e.g. H1N1), the process of getting contracts written and approved by the Iowa Department of Public Health created delays in the disbursement of response funds. To minimize these delays in future response, IDPH developed a "base contract" for public health disaster responses. The base contract is not disease or event specific. However, IDPH believes this contract could be amended faster (and funds made available to boards of health quicker) than what happens with the current process. Polk County, Iowa entered into the original Agreement with IDPH in June of 2015.

Previous Amendments to Contract 5885BT477 with IDPH added funding for public health, hospitals and emergency medical service (EMS) to assure readiness and response to Ebola, Zika, Opioid addiction and response, and Covid-19. This Amendment 17 to Contract 5885BT477 with IDPH for Multi-Year Emergency Preparedness and Response adds funding of \$64,209 for Year 3 of the First Responder Addiction and Recovery Program to address opioid addiction and overdose in the 14 county Central Iowa Health Care Coalition.

Action Impact: Polk and surrounding counties will have training and resources available to better address the opioid crisis. This work will be carried out via an Agreement for Professional Services with Employee and Family Resources.

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	N	48,157	48,157	N	10223041.77440	10223041.52480
22/23	N	16,052	16,052		.20	

Additional Fiscal Note Information (optional): 100% Federal CDFA #93.074

RESOLUTION

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

WHEREAS, for the third year, Polk County, Iowa received grant funding from the Iowa Department of Public Health (IDPH) for the First Responders Comprehensive Addiction and Recovery Project to address opioid overdose and addiction within the fourteen counties of the Central Iowa Health Care Coalition (CIHCC); and

WHEREAS, Employee and Family Resources (EFR) has the knowledge and experience to continue carrying out the activities as required by the IDPH grant; and

WHEREAS the amount of the Agreement for Professional Services between Polk County, Iowa and EFR is \$60,000 for the term October 1, 2021 through September 29, 2022.

NOW, THEREFORE, BE IT RESOLVED: that Polk County, Iowa approves the terms of the Agreement for Professional Services with Employee and Family Resources for the First Responders Comprehensive Addiction and Recovery Project, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement for Professional Services on behalf of Polk County, Iowa.

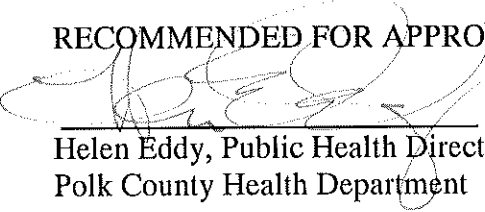
NOW, THEREFORE, BE IT FURTHER RESOLVED: That the Director of the Polk County Health Department, or her designee, be authorized to execute any and all documents in furtherance of this Agreement for Professional Services.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

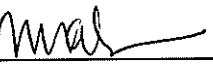
Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:


Helen Eddy, Public Health Director
Polk County Health Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE: \$60,000

#18

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Agreement for Professional Services with Employee and Family Resources for opioid addiction and overdose program services

Agenda Date: 9/21/2021

Contact Individual: Scott Slater, 286-3752

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

Action Requested (Recommended): Approval

Comply with Policy: Yes

Background: Polk County, as fiscal agent for the fourteen county Central Iowa Health Care Coalition, has received funding from the Iowa Department of Public Health to carry out the First Responder Addiction and Recovery Program. The purpose of this program is to build a sustainable collaborative system to address opioid addiction by working with emergency medical services first responders to assess, treat and refer patients with opioid overdose and addiction.

Employee and Family Resources (EFR) has the knowledge and experience to continue carrying out the program activities on behalf of Polk County, Iowa. This is the third year of funding and the term for the Agreement for Professional Services is October 1, 2021 through September 29, 2022. The Agreement for Professional Services amount is \$60,000.

Action Impact: Polk and surrounding counties' first responders will have training and resources available to better address the opioid crisis.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipat ed Expense	Anticipat ed Revenue	Ongoing Commitm ent? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	N	45,000	45,000	N	10223041.77440	10223041.52480
22/23	N	15,000	15,000		.20	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County is home to a growing number of immigrant and refugee populations; and

WHEREAS, the Polk County Health Department is partnering with various local health organizations to complete a comprehensive community health needs assessment; and

WHEREAS, Mid-Iowa Health Foundation has granted funding to Polk County, Iowa in the amounts of \$5,000 and \$15,000 respectively, so that these immigrant and refugee populations can be surveyed as to their health needs, and so work can begin on addressing mental health and overall health disparities in the community.

NOW, THEREFORE, BE IT RESOLVED: Polk County, Iowa approves the terms of the attached Grant Agreements with Mid-Iowa Health Foundation and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Grant Agreements on behalf of Polk County, Iowa.

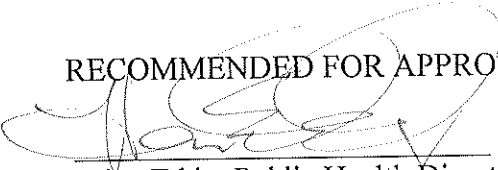
NOW, THEREFORE, BE IT FURTHER RESOLVED: That the Director of the Polk County Health Department, or her designee, be authorized to execute any and all documents in furtherance of the attached Grant Agreements.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

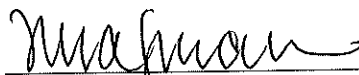
RECOMMENDED FOR APPROVAL:



Helen Eddy, Public Health Director
Polk County Health Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE: \$5,000 and \$15,000

#19

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Grant Agreements with Mid-Iowa Health Foundations for assessing and addressing health and mental health needs in immigrant and refugee communities

Agenda Date: 9/21/2021

Contact Individual: Helen Eddy, 286-3767

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

Action Requested (Recommended): Approval

Comply with Policy: Yes

Background: Polk County Health Department is partnering with various local health organizations to complete a comprehensive community health needs assessment. Mid-Iowa Health Foundation is providing funding that will allow for a sampling of immigrant and refugee populations to be surveyed on their health and mental health needs, as well as funding to begin addressing the needs identified during the assessment.

Action Impact: Polk County's immigrant and refugee populations will lead healthier lives.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipat ed Expense	Anticipat ed Revenue	Ongoing Commitm ent? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	N	5833	20,000	N	10223015.77490	10223015.52480
22/23	N	14,167				

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County leases office space to the Iowa Department of Human Services for the Refugee Service Bureau at 1914 Carpenter Avenue; and

WHEREAS, the current lease agreement is expected to end on October 31, 2021; and

WHEREAS, Polk County General Services Department has negotiated a First Amendment to Lease Agreement extending the Lease on a month to month basis with the Iowa Department of Human Services from November 1, 2021 through April 30, 2022, not to exceed six (6) months.

NOW, THEREFORE, BE IT RESOLVED, that Polk County, Iowa approves the proposed First Amendment to Lease Agreement with the Iowa Department of Human Services and authorizes the Chairperson of the Board of Supervisors to sign the Agreement on behalf of Polk County.

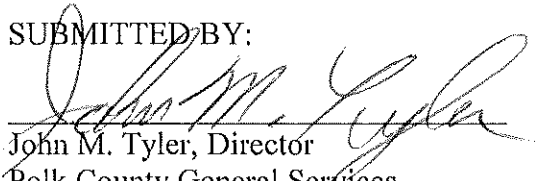
Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

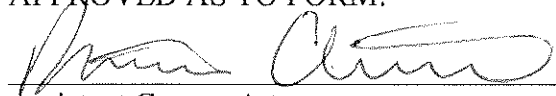
Angela Connolly,
Chairperson

21/22-002

SUBMITTED BY:


John M. Tyler, Director
Polk County General Services

APPROVED AS TO FORM:


Assistant County Attorney

FISCAL NOTE: \$2,251.00 rent per month.

#20

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the First Amendment to Lease Agreement with Iowa Department of Human Services, for Refugee Service Bureau use of office space at 1914 Carpenter Avenue.

Agenda Date: September 21, 2021

Contact Individual: John M. Tyler, Director ext. 3129

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approve

Comply with Policy: NA

Background: In September of 2014, Polk County Board of Supervisors approved a lease agreement with the Iowa Department of Human Services to lease space at 1914 Carpenter Avenue to house Refugee Service Bureau. The current lease will expire on October 31, 2021. Polk County General Services has negotiated a month to month First Amendment to Lease Agreement from November 1, 2021 through April 30, 2022, not to exceed six (6) months.

Action Impact:

Fiscal Note: \$2,251.00 rent per month.

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			\$13,506.00			

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED BY _____, SECONDED BY _____,

That the following Resolution be adopted:

WHEREAS, the Health Department has reviewed the operations of the its Communicable Disease Division, and

WHEREAS, the Disease Prevention Supervisor proposed reclassifying one vacant Certified Medical Assistant Bi-Lingual position to better meet grant and program requirements, and

WHEREAS, the Human Resources Department conducted a thorough job analysis of the proposed reclassification, and

WHEREAS, the Human Resources Department recommends the following position modification:

- Reclassify one (1) Certified Medical Assistant Bi-Lingual position, AFSCME grade 12, range \$44,369-\$57,866, to one (1) Health Navigator Bi-Lingual position, AFSCME grade 12, range \$44,369-\$57,866.

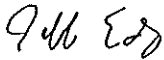
NOW, THEREFORE, BE IT RESOLVED that the Polk County, Iowa hereby approves the above position modifications and directs the County Auditor and the Director of Human Resources to take the necessary steps to implement this resolution.

Approved this _____ day of _____ 2021

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

John P. Sarcone
Polk County Attorney

By: 
Assistant County Attorney

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

#21

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Health Department

Agenda Date: September 21, 2021

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Reclassify one (1) Certified Medical Assistant Bi-Lingual position, AFSCME grade 12, range \$44,369-\$57,866, to one (1) Health Navigator Bi-Lingual position, AFSCME grade 12, range \$44,369-\$57,866.

Comply with Policy: N/A

Background: The Health Department has reviewed the operations of its Communicable Disease Division and requested a job audit of the a vacant Certified Medical Assistant Bi-Lingual position to better meet grant and program needs. The Human Resources Department conducted a thorough job analysis of the classification and recommends the position modifications as outlined.

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

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

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
21/22	N	0			N		
22/23	N	0			N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the Polk County Sheriff's Office is currently accredited by the American Correctional Association (ACA); and

WHEREAS, the most recent audit occurred in May 2018; and

WHEREAS, reaccreditation requires an audit of the Polk County Jail every three (3) years; and

WHEREAS, the Polk County Sheriff's Office seeks to renew this accreditation.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the terms of the attached Agreement with the American Correctional Association to conduct a reaccreditation audit of the Polk County Jail and authorizes the Sheriff to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Frank Marasco, Chief Financial Officer, PCSO
4:38 pm, Sep 14, 2021

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: American Correctional Association Reaccreditation Audit of the Polk County Jail

Agenda Date: September 21, 2021

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

Action Requested (Recommended): The Resolution approves the Agreement between Polk County and the American Correctional Association for a reaccreditation audit of the Polk County Jail.

Background: The Polk County Jail is a detention facility accredited by the American Correctional Association. The purpose of this accreditation is to maintain the professional standards of the Polk County Sheriff's Office and to ensure the day-to-day operations of the facility are at the highest level. The accreditation audit conducted by the American Correctional Association occurs every three years to ensure compliance with these standards.

Action Impact: American Correctional Association auditors will conduct a reaccreditation audit of the Polk County Jail October 13-15, 2021 upon approval of the Agreement.

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	\$14,400	\$0	N		
22/23	N	\$0	\$0	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Code of Ordinances, Chapter 4 – Control of At-Large Dogs and Abandoned Dogs and Chapter 5 – Potentially Dangerous Animals, Dangerous Animals, Vicious Animals, and Dangerous Wild Animals, provide for the impoundment of animals in certain instances; and

WHEREAS, the Polk County Sheriff's Office implements and enforces the Polk County Code of Ordinances, Chapters 4 and 5 related to animal control services; and

WHEREAS, the Animal Rescue League of Iowa, Inc. is a charitable organization that provides animal impoundment and shelter services; and

WHEREAS, Polk County and the Animal Rescue League of Iowa, Inc. approved a 28E Agreement on 7/23/2019 for animal impoundment and shelter services; and

WHEREAS, the Polk County Sheriff's Office and the Animal Rescue League of Iowa, Inc. recommend an amended 28E Agreement to clarify the terms in the original 28E Agreement.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves and authorizes the Chair of the Board of Supervisors to sign the attached Amended 28E Agreement with the Animal Rescue League of Iowa, Inc. for animal impoundment and shelter services for a contract period through December 31, 2024.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

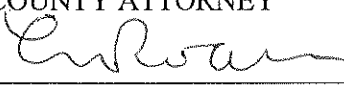
Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:


Frank Marasco, Chief Financial Officer, PCSO
4:38 pm, Sep 14, 2021

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

#23

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Amended 28E Agreement with the Animal Rescue League of Iowa, Inc.

Agenda Date: 9/21/2021

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

Action Requested (Recommended): The Resolution approves the Amended 28E Agreement between Polk County and the Animal Rescue League of Iowa, Inc. for animal impoundment and shelter services.

Background: Polk County Code of Ordinances, Chapter 4 – Control of At-Large Dogs and Abandoned Dogs and Chapter 5 – Potentially Dangerous Animals, Dangerous Animals, Vicious Animals, and Dangerous Wild Animals, provide for the impoundment of animals in certain instances. The Polk County Sheriff's Office and its Animal Control unit implement and enforce these ordinances. Polk County and the Animal Rescue League of Iowa, Inc., entered a 28E Agreement for this purpose on 7/23/2019.

Action Impact: The Resolution authorizes an Amended 28E Agreement that clarifies the terms of the 28E Agreement approved on 7/23/2019 between Polk County and the Animal Rescue League of Iowa, Inc. for animal impoundment and shelter services. The contract period would be through December 31, 2024.

Fiscal Note: Financial impact due to the change in terms are expected to be a negligible decline in costs.

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

Additional Fiscal Note Information (optional): N/A

RESOLUTION

MOVED by _____ SECONDED by _____

that the following Resolution be adopted:

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

WHEREAS, appointments are necessary to fill the following positions.

Organization

Term Expires

Prairie Meadows Racetrack & Casino Board of Directors

Susan Voss

11/30/24

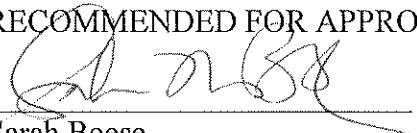
NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors hereby appoints the individual named below, effective upon passage of this Resolution, to the board specified and the indicated term.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Polk County Board of Supervisors

FY21/22 #
Fiscal Impact: None

#24

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: September 21, 2021

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: Ongoing

Board/Commission Actions: N/A

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

Comply with Policy: Yes

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

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

Fiscal Note: None

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

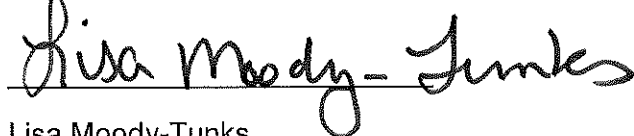
WHEREAS, the nature of these agencies/organizations and their projects are an appropriate use of the Community Betterment funds.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors hereby approves awarding \$3,000.00 in Community Betterment Grants, in the individual amounts as identified, to the agencies/organizations on the attached Community Betterment Grant Award List from the Community Betterment fund.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:



Lisa Moody-Tunks
Grant Administrator

Fiscal Impact: \$3,000.00 from the Community Betterment fund, FY 21-22

#25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: September 21, 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 14, 2021 for \$3,000.00

Board/Commission Actions: N/A

Action Requested (Recommended): Approval of the attached September 21, 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 \$3,000.00 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

Fiscal Note:

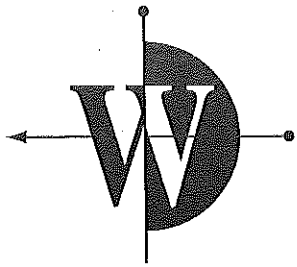
Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22		\$3,000.00		N		40109033.79410

Additional Fiscal Note Information (optional):

Community Betterment Grant Awards
September 21, 2021

Ankeny Community School District (Community Engagement Advisory Council)	\$3,000.00
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TOTAL	\$3,000.00
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THE CITY OF
West Des Moines®
www.wdm.iowa.gov

Community and Economic
Development

4200 Mills Civic Parkway
P.O. Box 65320
West Des Moines, IA 50265-0320

515-273-0770

FAX 515-222-3640

E-mail ced@wdm.iowa.gov

DATE: September 8, 2021

TO: Board of Supervisors of Polk County, County Auditor
Board of Supervisors of Dallas County, County Auditor
West Des Moines Community School District, President or
Secretary of the Board of Directors
Waukee Community School District, President or Secretary of
the Board of Directors
Van Meter Community School District, President or Secretary of
the Board of Directors

FROM: City Council - City of West Des Moines, Iowa

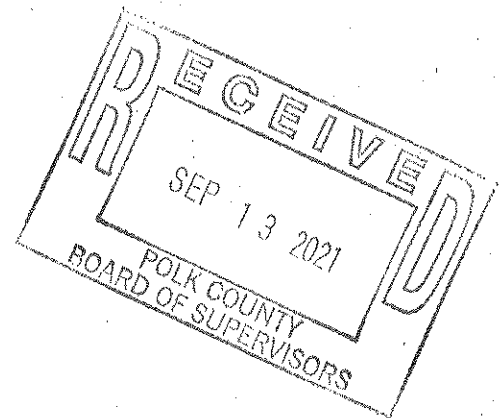
RE: Amendment No. 12 to the Amended and Restated Mills Parkway
Urban Renewal Plan

The West Des Moines City Council has begun the process of approving an urban renewal plan, *Amendment No. 12 to the Amended and Restated Mills Parkway Urban Renewal Plan*. The Resolution from the City Council and the attached draft Amendment are included with this letter.

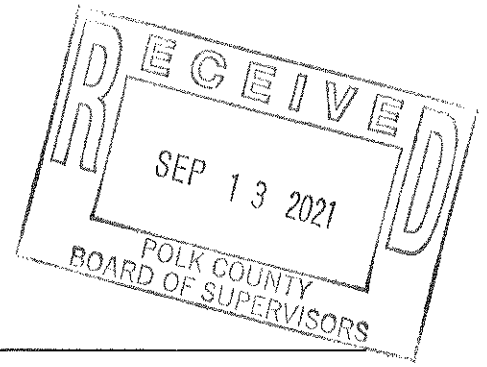
As required by Iowa Code, the City Council set a consultation meeting of the affected taxing entities for September 15, 2021, at 10:30 am in the Board Room, City of West Des Moines, City Hall – 4200 Mills Civic Parkway. The public hearing date has been set for October 18, 2021, at 5:30 pm. A notice for each meeting is included.

If you have any questions before the consultation meeting, please call Clyde Evans at (515) 273-0770.

Enclosures



#26



DATE: September 8, 2021

TO: Board of Supervisors, Polk County
C/O Polk County Auditor
111 Court Avenue
Des Moines, Iowa 50309

FROM: City Council
City of Windsor Heights, Iowa

RE: Windsor Heights Consolidated Urban Renewal Area

The City of Windsor Heights is in the process of amending the urban renewal plan for the Windsor Heights Consolidated 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 September 17, 2021, at 9 o'clock a.m. at City Hall, 1145 66th Street, Suite 1, in Windsor Heights. 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 o'clock p.m. on October 4, 2021, and a copy of the notice of hearing is enclosed for your information.

Please call our Finance Director at (515) 645-6830 if you have questions.

Enclosure

#27