

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

VACATION OF UNUSED ROAD RIGHT-OF-WAY

5. Resolution vacating unused road right-of-way known as part of NW 4th Street and authorizing the Auditor's Office to publish notice of a public auction to receive bids for the unused road right-of-way.

PUBLIC HEARING

VACATION OF UNUSED ROAD RIGHT-OF-WAY

6. Resolution vacating unused road right-of-way known as part of Lot A of Lee Acres and authorizing the Auditor's Office to publish notice of a public auction to receive bids for the unused road right-of-way.

PUBLIC HEARING

VACATION OF UNUSED ROAD RIGHT-OF-WAY

7. Resolution vacating unused road right-of-way known as part of Lot B of Mancuso Acres and authorizing the Auditor's Office to publish notice of a public auction to receive bids for the unused road right-of-way.

8.

PUBLIC COMMENTS

PERMITS

9. New 5-day Class "C" Liquor License for Top It Off Liquid Catering, 3081 NW Prairie Lane, Des Moines.

PETITIONS

- *10. Petitions to suspend taxes and special assessments and authorizing Chairperson to sign the Application and Affidavit for Redemption of Parcel for the following:

B. Harmison	12382 SE 54 th Avenue
C. Reiner	2789 NE Norwood Ln
R. Tilley	7208 Douglas Avenue

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

V. Bernardino	4580 NE 23 rd Avenue
N. Bishop	2828 High Street
J. Galpin	509 Morton Avenue
S. Wolff	917 Caulder Avenue
M. McGlothlin	1112 Fremont Street
R. Meddaugh	1232 48 th Street
S. Zeroni	3235 State Avenue

RESOLUTIONS

- *12. Resolution approving Watershed Flood Prevention and Operation Program Agreement.
- *13. Resolution approving Saturated Buffer Project Fiscal Agent 28E Agreement.
- *14. Resolution approving Subdivision Inspection Agreement for Meadow Pointe.
- *15. Resolution approving Facility Service Agreement with Heartland Area Education Agency (for Shelter Care Educational Program at Juvenile Detention Center).
- *16. Resolution authorizing settlement of a civil claim (Huebsch).
- *17. Resolution approving economic development funding for Greater Des Moines Partnership.
- *18. Resolution approving Community Development Grant for 6th Avenue Corridor, Inc. (501c3 non-profit organization).

COMMUNICATIONS

- 19. Manure Management Plan (MMP) Update from Prairie Meadows, Altoona, Iowa.
- *20. Request for abatement of taxes for 1205 Grandview Avenue (Luther Memorial Church).
- *21. Notice of meeting concerning City of Alleman Urban Renewal Area.

BUDGET ACTIONS

- 22. Memorandum of Budget Actions.

APPOINTMENTS

- 23. 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, JC Toland owns property on either side of the subject parcel and has petitioned the Polk County Board of Supervisors to vacate a portion of said property that is being used as road right-of-way in accordance with Chapter 306.10 of the Code of Iowa; and

WHEREAS, a public hearing was held on August 3, 2021, at the regularly scheduled meeting of the Polk County Board of Supervisors concerning a road vacation of the following legally described road right-of-way within the incorporated area of Polk County and as shown on the attached map:

All that part of vacated NW 4th Street right-of-way of the official plat of the N 3/4 of Section 22, Township 79 North, Range 24 West, of the 5th P.M., lying West of and adjacent to Lot 11 in Interurban Acres, an official plat, and lying East of and adjacent to parcels A and B of Day Acres, an official plat, in plat of survey recorded in Book 10486, Page 614, all now included in and forming a part of Polk County, Iowa, and more particularly described as follows:

Beginning at the Northwest corner of said Lot 11; thence S00°03'39"W along the West line of said Lot 11, a distance of 231.96 feet to the Southwest corner of said Lot 11; thence S89°46'14"W, a distance of 40.00 feet to the east line of said Parcel B; thence N00°02'26"E along the east lines of said Parcels A and B, a distance of 207.17 feet to the Northeast corner of said Parcel A; thence S89°59'46"E, a distance of 20.00 feet; thence N00°13'47"E, a distance of 24.95 feet; thence S89°59'46"E, a distance of 20.00 feet to the point of beginning, containing 8,791 square feet, more or less; and

Said proposed vacation is made with reservations for easements of record for existing public utilities (electric, gas, telecommunications, water, sanitary sewer, and storm sewer) within the above-described parcel for the right to service said utilities.

WHEREAS, it is necessary to sell this vacated property since Polk County owns the land by fee simple; and

WHEREAS, the minimum values to be accepted for purchase is recommended at five hundred dollars (\$500) for each parcel; and

WHEREAS, it is necessary to advertise and hold a public auction on said sale of vacated right-of-way.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves vacation of the above described Polk County right-of-way on this date in accordance with the following directives:

- 1). That the Polk County Auditor be directed to advertise for a public auction to

#5

receive bids for the un-used road right-of-way on August 17, 2021 at 11:00 A.M. in the Polk County Public Works Office, 5885 NE 14th Street, Des Moines, Iowa: and

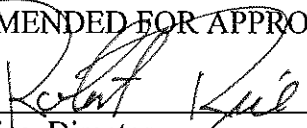
- 2). That the Polk County Auditor be authorized to furnish the Polk County Public Works Department with affidavits of publication.
- 3) That said minimum value to be accepted for said vacated road right-of-way shall be \$500.00 for each lot.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

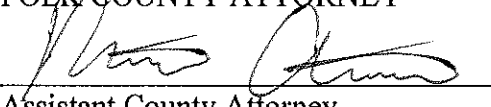
RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL IMPACT: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 108-21 to set date and advertise for a public auction to dispose of unused road right-of-way known as part of NW 4th Street.

Agenda Date: August 3, 2021

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

Previous Action taken by the Board: Resolution No. 99, dated July 20, 2021 to set public hearing to review proposed road right-of-way vacation.

Board/Commission Actions: N/A

Action Requested (Recommended): Set date and advertise for a public auction to dispose of excess road right-of-way known as part of NW 4th Street and establish a minimum sale price of \$500 for each parcel.

Comply with Policy: Yes- Chapter 306 of the Code of Iowa

Background: Chapter 306.10 of the Code of Iowa requires a public auction be held to sell unused road right-of-way known as part of NW 4th Street. Res. directs the Polk County Auditor to advertise for a public auction to accept bids for the vacated road right-of-way on August 17, 2021 at 11:00 A.M. in the Polk County Public Works Office, 5885 NE 14th Street, Des Moines, Iowa, furnish the Public Works Department with affidavits of publication, and establish a minimum value for the said vacated road right-of-way at \$500 for each parcel.

Action Impact: Allows vacation process to proceed as per the Code of Iowa.

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		

Additional Fiscal Note Information (optional):

Notice of Public Auction

A public auction will be held on August 17, 2021, at 11:00 A.M. at the Polk County Public Work's Office, 5885 NE 14th Street, Des Moines, Iowa. The auction will be regarding the proposed sale of vacated road right-of-way no longer needed for public use, in Section 22, T-79-N, R-24-W, Saylor Township, Polk County, Iowa, and described as follows:

All that part of vacated NW 4th Street right-of-way of the official plat of the N 3/4 of Section 22, Township 79 North, Range 24 West, of the 5th P.M., lying West of and adjacent to Lot 11 in Interurban Acres, an official plat, and lying East of and adjacent to parcels A and B of Day Acres, an official plat, in plat of survey recorded in Book 10486, Page 614, all now included in and forming a part of Polk County, Iowa, and more particularly described as follows:

Beginning at the Northwest corner of said Lot 11; thence S00°03'39"W along the West line of said Lot 11, a distance of 231.96 feet to the Southwest corner of said Lot 11; thence S89°46'14"W, a distance of 40.00 feet to the east line of said Parcel B; thence N00°02'26"E along the east lines of said Parcels A and B, a distance of 207.17 feet to the Northeast corner of said Parcel A; thence S89°59'46"E, a distance of 20.00 feet; thence N00°13'47"E, a distance of 24.95 feet; thence S89°59'46"E, a distance of 20.00 feet to the point of beginning, containing 8,791 square feet, more or less; and

Said proposed vacation is made with reservations for easements of record for existing public utilities (electric, gas, telecommunications, water, sanitary sewer, and storm sewer) within the above-described parcel for the right to service said utilities.

All interested persons are encouraged to attend this auction. The minimum value to be accepted for said vacated road right-of-way shall be \$500.00 for each lot. Questions regarding this hearing or the availability of documentation may be directed to the Polk County Public Works Office at 515-286-3705.

RESOLUTION

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

WHEREAS, Martin Marietta owns property adjacent to the subject parcel and has petitioned the Polk County Board of Supervisors to vacate a portion of said property that is being used as road right-of-way in accordance with Chapter 306.10 of the Code of Iowa; and

WHEREAS, a public hearing was held on August 3, 2021, at the regularly scheduled meeting of the Polk County Board of Supervisors concerning a road vacation of the following legally described road right-of-way within the incorporated area of Polk County and as shown on the attached map:

All that part of Lot A of Lee Acres, and Official Plat, now included in and forming a part of Polk County, Iowa, lying North of and adjacent to Lots 2 to 5 in said Lee Acres, said tract more particularly described as follows:
Beginning at the Northeast corner of said Lot A; thence South 00°38'16" West, along the East line of said Lot A, a distance of 40.00 feet, to the Southeast corner of said Lot A; thence North 89°21'44" West, a distance of 889.60 feet, along the North lines of Lots 2 to 5, to the Northwest corner of said Lot 5; thence North 00°38'16" East, on the projection of the West line of said Lot 5, a distance of 40.00 feet, to a point on the North line of said Lot A; thence South 89°21'44" East, along the North line of said Lot A, a distance of 889.60 feet to the Point of Beginning, and containing 35,584 square feet or 0.82 acres of land, more or less; and

Said proposed vacation is made with reservations for easements of record for existing public utilities (electric, gas, telecommunications, water, sanitary sewer, and storm sewer) within the above-described parcel for the right to service said utilities.

WHEREAS, it is necessary to sell this vacated property since Polk County owns the land by fee simple; and

WHEREAS, the minimum values to be accepted for purchase is recommended at five hundred dollars (\$500) for each parcel; and

WHEREAS, it is necessary to advertise and hold a public auction on said sale of vacated right-of-way.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves vacation of the above described Polk County right-of-way on this date in accordance with the following directives:

- 1). That the Polk County Auditor be directed to advertise for a public auction to receive bids for the un-used road right-of-way on August 17, 2021 at 11:00 A.M. in the Polk County Public Works Office, 5885 NE 14th Street, Des Moines, Iowa:
and
- 2). That the Polk County Auditor be authorized to furnish the Polk County Public

#6

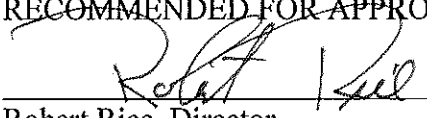
- Works Department with affidavits of publication.
- 3) That said minimum value to be accepted for said vacated road right-of-way shall be \$500.00 for each lot.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

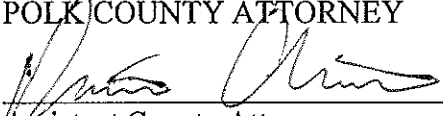
RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL IMPACT: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 107-21 to set date and advertise for a public auction to dispose of unused road right-of-way known as part of Lot A of Lee Acres.

Agenda Date: August 3, 2021

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

Previous Action taken by the Board: Resolution No. 98, dated July 20, 2021 to set public hearing to review proposed road right-of-way vacation.

Board/Commission Actions: N/A

Action Requested (Recommended): Set date and advertise for a public auction to dispose of excess road right-of-way known as part of Lot A of Lee Acres and establish a minimum sale price of \$500 for each parcel.

Comply with Policy: Yes- Chapter 306 of the Code of Iowa

Background: Chapter 306.10 of the Code of Iowa requires a public auction be held to sell unused road right-of-way known as part of Lot A of Lee Acres. Res. directs the Polk County Auditor to advertise for a public auction to accept bids for the vacated road right-of-way on August 17, 2021 at 11:00 A.M. in the Polk County Public Works Office, 5885 NE 14th Street, Des Moines, Iowa, furnish the Public Works Department with affidavits of publication, and establish a minimum value for the said vacated road right-of-way at \$500 for each parcel.

Action Impact: Allows vacation process to proceed as per the Code of Iowa.

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		

Additional Fiscal Note Information (optional):

Notice of Public Auction

A public auction will be held on August 17, 2021, at 11:00 A.M. at the Polk County Public Work's Office, 5885 NE 14th Street, Des Moines, Iowa. The auction will be regarding the proposed sale of vacated road right-of-way no longer needed for public use, in Section 9, T-79-N, R-24-W, Saylor Township, Polk County, Iowa, and described as follows:

All that part of Lot A of Lee Acres, and Official Plat, now included in and forming a part of Polk County, Iowa, lying North of and adjacent to Lots 2 to 5 in said Lee Acres, said tract more particularly described as follows:

Beginning at the Northeast corner of said Lot A; thence South 00°38'16" West, along the East line of said Lot A, a distance of 40.00 feet, to the Southeast corner of said Lot A; thence North 89°21'44" West, a distance of 889.60 feet, along the North lines of Lots 2 to 5, to the Northwest corner of said Lot 5; thence North 00°38'16" East, on the projection of the West line of said Lot 5, a distance of 40.00 feet, to a point on the North line of said Lot A; thence South 89°21'44" East, along the North line of said Lot A, a distance of 889.60 feet to the Point of Beginning, and containing 35,584 square feet or 0.82 acres of land, more or less; and

Said proposed vacation is made with reservations for easements of record for existing public utilities (electric, gas, telecommunications, water, sanitary sewer, and storm sewer) within the above-described parcel for the right to service said utilities.

All interested persons are encouraged to attend this auction. The minimum value to be accepted for said vacated road right-of-way shall be \$500.00 for each lot. Questions regarding this hearing or the availability of documentation may be directed to the Polk County Public Works Office at 515-286-3705.

RESOLUTION

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

WHEREAS, Martin Marietta owns property on either side of the subject parcel and has petitioned the Polk County Board of Supervisors to vacate a portion of said property that is being used as road right-of-way in accordance with Chapter 306.10 of the Code of Iowa; and

WHEREAS, a public hearing was held on August 3, 2021, at the regularly scheduled meeting of the Polk County Board of Supervisors concerning a road vacation of the following legally described road right-of-way within the incorporated area of Polk County and as shown on the attached map:

All that part of Lot B of Mancuso Acres, an Official plat, now included in and forming a part of Polk County, Iowa, lying between Lots 4 to 7 and 9 to 12 in said Mancuso Acres, said tract more particularly described as follows:

Beginning at the Southeast corner of said Lot 9 Mancuso Acres, thence 00°05'42" West, a distance of 50.00 feet, to the Northeast corner of Lot 7; thence North 89°17'14" West, along the North line of Lot 7, a distance of 265.70 feet, to the Northwest corner of Lot 7; thence North 89°11'11" West, along the North line of Lots 6, 5, and 4, a distance of 797.89 feet, to the Northwest Corner of Lot 4; thence North 00°33'54" West, across Lot B, a distance of 50.00 feet, to the Southwest corner of Lot 12; thence South 89°11'20" East, along the South line of Lot 12, a distance of 266.12 feet, to the Southeast corner of Lot 12; thence South 89°13'12" East, along the South line of Lots 11, 10, and 9, a distance of 798.03 feet to the Point of Beginning, and containing 53,313 square feet or 1.22 acres of land, more or less; and

Said proposed vacation is made with reservations for easements of record for existing public utilities (electric, gas, telecommunications, water, sanitary sewer, and storm sewer) within the above-described parcel for the right to service said utilities.

WHEREAS, it is necessary to sell this vacated property since Polk County owns the land by fee simple; and

WHEREAS, the minimum values to be accepted for purchase is recommended at five hundred dollars (\$500) for each parcel; and

WHEREAS, it is necessary to advertise and hold a public auction on said sale of vacated right-of-way.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves vacation of the above described Polk County right-of-way on this date in accordance with the following directives:

- 1). That the Polk County Auditor be directed to advertise for a public auction to receive bids for the un-used road right-of-way on August 17, 2021 at 11:00A.M. in

#7

the Polk County Public Works Office, 5885 NE 14th Street, Des Moines, Iowa:
and

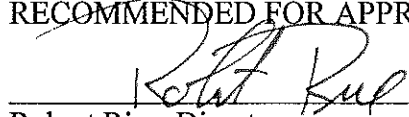
- 2). That the Polk County Auditor be authorized to furnish the Polk County Public Works Department with affidavits of publication.
- 3) That said minimum value to be accepted for said vacated road right-of-way shall be \$500.00 for each lot.

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: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 106-21 to set date and advertise for a public auction to dispose of unused road right-of-way known as part of Lot B of Mancuso Acres.

Agenda Date: August 3, 2021

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

Previous Action taken by the Board: Resolution No. 97, dated July 20, 2021 to set public hearing to review proposed road right-of-way vacation.

Board/Commission Actions: N/A

Action Requested (Recommended): Set date and advertise for a public auction to dispose of excess road right-of-way known as part of Lot B of Mancuso Acres and establish a minimum sale price of \$500 for each parcel.

Comply with Policy: Yes- Chapter 306 of the Code of Iowa

Background: Chapter 306.10 of the Code of Iowa requires a public auction be held to sell unused road right-of-way known as part of Lot B of Mancuso Acres. Res. directs the Polk County Auditor to advertise for a public auction to accept bids for the vacated road right-of-way on August 17, 2021 at 11:00 A.M. in the Polk County Public Works Office, 5885 NE 14th Street, Des Moines, Iowa, furnish the Public Works Department with affidavits of publication, and establish a minimum value for the said vacated road right-of-way at \$500 for each parcel.

Action Impact: Allows vacation process to proceed as per the Code of Iowa.

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		

Additional Fiscal Note Information (optional):

Notice of Public Auction

A public auction will be held on August 17, 2021, at 11:00 A.M. at the Polk County Public Work's Office, 5885 NE 14th Street, Des Moines, Iowa. The auction will be regarding the proposed sale of vacated road right-of-way no longer needed for public use, in Section 9, T-79-N, R-24-W, Saylor Township, Polk County, Iowa, and described as follows:

All that part of Lot B of Mancuso Acres, an Official plat, now included in and forming a part of Polk County, Iowa, lying between Lots 4 to 7 and 9 to 12 in said Mancuso Acres, said tract more particularly described as follows:

Beginning at the Southeast corner of said Lot 9 Mancuso Acres, thence 00°05'42" West, a distance of 50.00 feet, to the Northeast corner of Lot 7; thence North 89°17'14" West, along the North line of Lot 7, a distance of 265.70 feet, to the Northwest corner of Lot 7; thence North 89°11'11" West, along the North line of Lots 6, 5, and 4, a distance of 797.89 feet, to the Northwest Corner of Lot 4; thence North 00°33'54" West, across Lot B, a distance of 50.00 feet, to the Southwest corner of Lot 12; thence South 89°11'20" East, along the South line of Lot 12, a distance of 266.12 feet, to the Southeast corner of Lot 12; thence South 89°13'12" East, along the South line of Lots 11, 10, and 9, a distance of 798.03 feet to the Point of Beginning, and containing 53,313 square feet or 1.22 acres of land, more or less

Said proposed vacation is made with reservations for easements of record for existing public utilities (electric, gas, telecommunications, water, sanitary sewer, and storm sewer) within the above-described parcel for the right to service said utilities.

All interested persons are encouraged to attend this auction. The minimum value to be accepted for said vacated road right-of-way shall be \$500.00 for each lot. Questions regarding this hearing or the availability of documentation may be directed to the Polk County Public Works Office at 515-286-3705.

RESOLUTION

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

WHEREAS, Polk County has completed a request for proposals for an engineering consultant to complete edge of field practice designs; and

WHEREAS, JEO Consulting Group was selected by a review committee as the preferred engineer; and

WHEREAS, the Iowa Department of Agriculture and Land Stewardship has proposed a fiscal agent agreement, including funding 33% of engineering costs; and

WHEREAS, the firm of JEO Consulting Group has provided Polk County with a Professional Services Agreement for the engineering services to complete the engineering services at an estimated cost of \$130,000; and

WHEREAS, the total cost of engineering services will be set by a number of full designs that participating landowners agree to install.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves the terms of the attached JEO Consulting Group Professional Services Agreement for the Polk County edge of field project, adopts the agreement, and authorizes the Chairperson of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

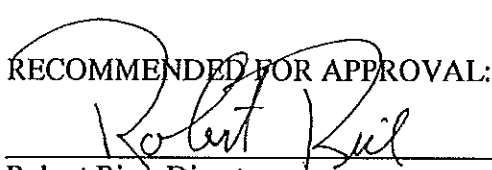
BE IT FURTHER RESOLVED that the Public Works Department be authorized to return a copy of the signed agreement to JEO Consulting and administer the agreement on behalf of Polk County.

Approved this _____ day of _____, 2021.

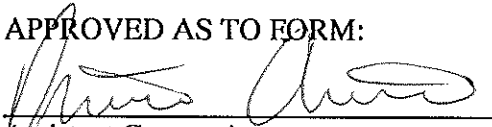
POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:


Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:


Assistant County Attorney

FISCAL IMPACT: Funding will be tracked in the Public Works Economic Development Fund.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 105-21 to approve Watershed Flood Prevention & Operation Program Agreement.

Agenda Date: August 3, 2021

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approves and adopts the JEO Engineering Professional Services Agreement and authorizes the Public Works Department to administer the Agreement on behalf of Polk County

Comply with Policy: Yes

Background: Polk County is continuing work to install edge of field practice to improve water quality in priority watersheds. To keep up with demand for practices, Polk County is seeking to hire a private consultant to design an estimated 50 practices. The Natural Resources Conservation Service shall complete an additional estimated 50 designs.

Action Impact: Action approves this Agreement between the County and JEO Engineering to complete engineering services.

Fiscal Note: Polk County will receive 33% funding from the Iowa Department of Agriculture and Land Stewardship.

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	\$130,000	\$42,900	N		

Additional Fiscal Note Information (optional):

- Funding will be tracked in the Public Works Economic Development Fund

RESOLUTION

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

WHEREAS, the Iowa Department of Agriculture and Land Stewardship will provide funding, not to exceed 33%, of eligible engineering costs to the County for the design of agricultural tile treatment practices; and

WHEREAS, Polk County will provide remaining 67% funding of engineering costs for the design of agricultural tile treatment practices; and

WHEREAS, the Iowa Department of Agriculture and Land Stewards will provide funding, not to exceed 75%, of eligible construction cost to the County for the construction of agricultural tile treatment practices; and

WHEREAS, Polk County will coordinate with other local and federal funding sources to provide remaining 25% funding for construction of agricultural tile treatment practices; and

WHEREAS, the County will act as fiscal agent to complete public bidding and implementations; and

WHEREAS, once practices are constructed, the Soil and Water Conservation Districts shall oversee and manage a 10 year maintenance agreement to ensure functionality of practices on private property.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa has reviewed the proposed Fiscal Agent Agreement; and

BE IT FURTHER RESOLVED Polk County, Iowa will act as said fiscal agent and track all expenses and revenue through the Public Works Economic Development Fund; and

BE IT FURTHER 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

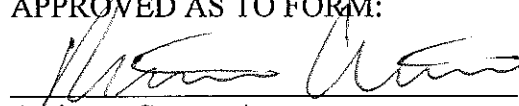
Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:



Assistant County Attorney

FISCAL IMPACT: Polk County will act as the fiscal agent for the agreement and IDALS will provide up to 75% funding for eligible construction costs and 33% funding for engineering costs.

#13

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 104-21 to approve Saturated Buffer Project Fiscal Agent Agreement.

Agenda Date: August 3, 2021

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

Board/Commission Actions: None

Action Requested (Recommended): Approval of the proposed agreement.

Comply with Policy: N/A

Background: Polk County is continuing to work to improve water quality by treating agricultural tile drainage. Utilizing edge of field practices that will be group installed on private land using a combination of county, state, and federal funds.

Action Impact: Action approves this Agreement between the County, Polk SWCD, Dallas SWCD, Story SWCD and IDALS for the role of Fiscal Agent to complete project bidding and implementation of practices.

Fiscal Note: Polk County will act as the fiscal agent for the agreement and IDALS will provide up to 75% funding for eligible construction costs and 33% funding for engineering costs.

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			N		

Additional Fiscal Note Information (optional):

- Funding will be tracked in the Public Works Economic Development Fund

RESOLUTION

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

WHEREAS, the Preliminary Plat for Meadow Pointe was approved by the City of Alleman; and

WHEREAS, the Developer has submitted Construction Drawings for Meadow Pointe 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; and

WHEREAS, Polk County will be performing the work outlined in said Agreement on behalf of the City of Alleman.

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

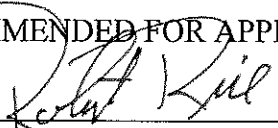
BE IT FUTHER RESOLVED that the Public Works Department return a copy of the signed agreement to Casey Schafbuch and administer the agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

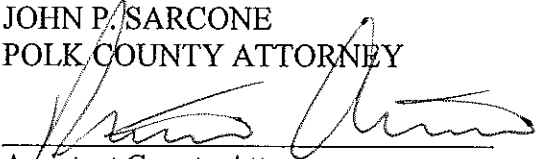
RECOMMENDED FOR APPROVAL:



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.

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 109-21 approving a Subdivision Inspection Agreement for Meadow Pointe.

Agenda Date: August 3, 2021

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

Previous Action taken by the Board: N/A

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. Polk County is performing this work on behalf of the City of Alleman.

Action Impact: Allows work to begin on the plat improvements for Meadow Pointe 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 Juvenile Detention Center meets the educational needs of its residents through Heartland Area Education Agency (AEA) for the Shelter Care Education Program (SCEP); and

WHEREAS, the Iowa Department of Education requires a written Facility Service Agreement (Agreement) between Heartland AEA and Polk County; and

WHEREAS, this Agreement summarizes the most basic responsibilities of each party as they relate to this Agreement; and

WHEREAS, the term of this Agreement is August 1, 2021 through July 31, 2022.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Facility Service Agreement with Heartland Area Education Agency for educational services, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

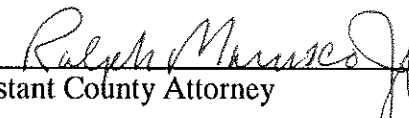
RECOMMENDED FOR APPROVAL:



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

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE: No fiscal impact.

#15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Facility Service Agreement between Polk County, Iowa and Heartland Area Education Agency (AEA) for the Shelter Care Educational Program (SCEP) at Polk County Juvenile Detention Center.

Agenda Date: August 3, 2021

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

Previous Action taken by the Board: A similar agreement was approved by the Board on June 23, 2020.

Board/Commission Actions

Action Requested (Recommended): Approval is recommended.

Comply with Policy: Yes

Background: The Polk County Juvenile Detention Center (Detention Center) is responsible for the provision of education services to its residents. Heartland Area Education Agency (AEA) provides the classroom teachers for the program. In Iowa, all shelter and detention centers receive services from the AEA's in their respective areas. Services provided by the AEA staff include instruction for regular and special education students, educational assessment and coordination with each resident's home school. Upon release from the Detention Center, AEA staff work with each child's home school to ensure continuity and to assist with credit transfer, if applicable. The term of this Facility Service Agreement is August 1, 2021 through July 31, 2022.

Action Impact: Approval of this Facility Service Agreement will put in writing the on-going arrangement between the Polk County Juvenile Detention Center and Heartland AEA. The services currently provided by AEA to youth in the Detention Center will not change because of the Facility Service 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	N	None				

Additional Fiscal Note Information (optional): This Facility Service Agreement has no impact on the CFYS budget.

RESOLUTION

Moved by _____ Seconded by _____

WHEREAS, Elizabeth Huebsch brought a civil action seeking damages; and

WHEREAS, all parties desire to settle all potential outstanding issues and pending litigation between them on the terms and conditions stated in an agreement to be filed with the County Auditor.

WHEREAS, after considerable discussion with its attorney, Polk County Risk Management is recommending a settlement of \$167,000.00 to resolve the pending lawsuit. The settlement is in the best interest of the public that the claims be resolved without resorting to further expense and risk of continued litigation; and

NOW THEREFORE BE IT RESOLVED that Polk County, Iowa, approves the settlement agreement of Elizabeth Huebsch's lawsuit and authorizes the Chairperson of the Board of Supervisors to sign said settlement agreement.

POLK COUNTY BOARD OF SUPERVISORS

Angela Connolly, Chair

Submitted by:

/s/ Meghan L. Gavin
Meghan L. Gavin
Assistant County Attorney

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing settlement of civil claim.

Agenda Date: August 3, 2021

Contact Individual: Meghan Gavin
Assistant County Attorney
286-3314

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Elizabeth Huebsch filed a civil claim and sought damages for an alleged breach of confidentiality. It is in the best interests of Polk County to settle these matters to reduce the risk of a civil judgment award at trial. Polk County will pay \$167,000.00 to Elizabeth Huebsch.

Action Impact:

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
19/20							
20/21							
21/22			\$167,000.00				

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ SECONDED by _____

that the following Resolution be adopted:

WHEREAS, on July 20, 1999, the Polk County Board of Supervisors passed a Resolution approving economic development funding to the Greater Des Moines Partnership (then the Greater Des Moines Chamber of Commerce); and,

WHEREAS, since 1999, the Polk County Board of Supervisors has continued to provide development funds to the Greater Des Moines Partnership to address opportunities for regional economic and community growth ; and,

WHEREAS, the Polk County Board of Supervisors is interested in contracting with the Greater Des Moines partnership for certain economic development services.

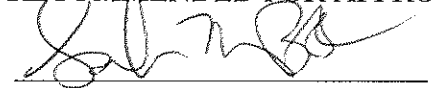
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves of the attached Agreement with the Greater Des Moines Partnership and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this ____ day of _____, 2021.

POLK COUNTY, IOWA

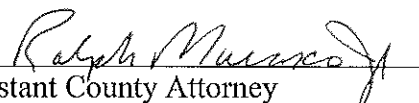
Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Polk County Board of Supervisors

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

By: 
Assistant County Attorney

FISCAL NOTE: FY 21/22 \$250,000

#17

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving economic development funding to the Greater Des Moines Partnership.

Agenda Date: August 3, 2021

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

Previous Action taken by the Board: July 28, 2020

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: On July 20, 1999, the Polk County Board of Supervisors passed a Resolution approving economic development funding to the Greater Des Moines Partnership (then the Greater Des Moines Chamber of Commerce); and since then have continued to provide development funds to the Grater Des Moines Partnership to address opportunities for regional economic and community growth.

Action Impact:

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
21/22	Y		\$250,000		N	50106320.79400	

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

RESOLUTION

Moved by _____ Seconded by _____

that the following Resolution be adopted:

WHEREAS, 6th Avenue Corridor Inc. is a 501 c3 non-profit organization that focuses on coordinating commercial revitalization of 6th Avenue from I-235 north to the Des Moines River bridge, through historic River Bend and Cheatom Park neighborhoods; and,

WHEREAS, 6th Avenue Corridor Inc. is seeking a Polk County Community Development Grant to assist with the 6th Avenue Corridor Streetscape project located on 6th Avenue between College Avenue and University Avenue. The capital project will focus on Phase 2 of the 6th Avenue Corridor Streetscape which includes, but not limited to, reduced traffic lanes, a multi-use path with dedicated space for bicyclists, widened sidewalks, dedicated parking and public art; and,

WHEREAS, the improvements from this capital project will serve a public purpose by encouraging economic development, neighborhood revitalization and community wellness; and,

WHEREAS, the Polk County Board of Supervisors specifically desires to participate and assist in the construction costs for the capital improvement project for 6th Avenue Corridor, Inc. and the quality of life the enhancements will have for the residents of Polk County. Funding will be directed towards the construction costs related to Phase 2 of the 6th Avenue Streetscape project; and,

NOW, THEREFORE, BE IT RESOLVED, that only physical public improvements be paid for from Polk County Community Development Grant funds.

BE IT FURTHER RESOLVED, Polk County, Iowa approved the terms of the attached Agreement, with a Community Development Grant Award for \$100,000.00 from gaming revenue, for the public purpose of the capital improvement project for the 6th Avenue Streetscape project 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

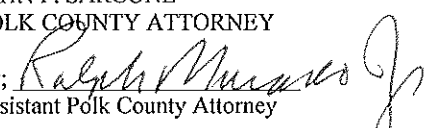
Angela Connolly, Chair

Submitted by:


Lisa Moody-Tunk
Grant Administrator

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 
Assistant Polk County Attorney

Fiscal Impact: Expenditure of \$100,000.00 from Gaming Revenue

#18

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for 6th Avenue Corridor, Inc. which is a 501c3 non-profit organization.

Agenda Date: August 3, 2021

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

Previous Action taken by the Board: Community Betterment Grant Award-.May 7, 2019 for \$5,000.00.

Board/Commission Actions: N/A

Action Requested (Recommended): Approval of a \$100,000.00 Community Development Grant to 6th Avenue Corridor, Inc.

Comply with Policy: Yes

Background: 6th Avenue Corridor, Inc. has requested funding for Phase 2 of the 6th Avenue Streetscape capital improvement project located at 6th Avenue between College Avenue and University Avenue, Des Moines, Iowa. The multi-phase project includes, but not limited to, reduced traffic lanes, a multi-use path with dedicated space for bicyclists and parking. The project would serve a public purpose by encouraging economic development, neighborhood revitalization and community wellness.

Action Impact: The passage of this resolution will award \$100,000.00, to 6th Avenue Corridor, Inc. and authorizes the Chair to sign attached agreement.

Fiscal Note: Community Development Grant Awards Paid with Gaming Revenue

Fiscal Year	Budget-ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	N	\$100,000.00			4010932.79410	

Additional Fiscal Note Information (optional):



MMP Short Form for Annual Updates

CASHIER'S USE ONLY
0473-542-4738-0431
Facility Name _____
Facility ID # _____

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

Instructions:

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

Facility Name: Prairie Meadows Racetrack & Casino Facility ID #: 64962
Facility Address: 1 Prairie Meadows Dr. Altoona IA 50009
(Address) (City) (State) (Zip)
Owner's Name: Prairie Meadows Phone Number: _____
Mailing Address: 1 Prairie Meadows Drive Altoona IA 50009
(Address) (City) (State) (Zip)
Email Address (optional): _____
Contact Name: Derron Heldt Phone Number: 515 967 8508
Mailing Address: 1 Prairie Meadows Dr. Altoona IA 50009
(Address) (City) (State) (Zip)
Email Address (optional): _____

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

☒ I have made no changes to my MMP.

☐ I have added acres; ☐ changed crop rotation or optimum yields; ☐ changed application method; ☐ used manure analysis.

☐ I am electing to be a small animal feeding operation (SAFO) or facility capacity has changed (Contact your local DNR Field Office).

☒ I have made other changes to my MMP. Describe: 4-year update. All manure is sent to a landfill.

Signature of Facility Owner: _____ Date: _____

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

County: Polk Signature: Jamie Fitzgerald (M. Spain) Date: 7/29/21
County: _____ Signature: _____ Date: _____
County: _____ Signature: _____ Date: _____

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

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

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

Fee/AU _____ Compliance Fee Due _____
Total AUC 2800 X \$0.15 \$ 420.00

#19

To the Honorable Board of Supervisors, Polk County, Iowa:

Gentlemen: The undersigned is the owner of the following property.....

1205 GRANDVIEW AVE

LEGAL DESCRIPTION: LOT 2 BLK 8 GRANDVIEW

which was assessed for the year 2020 in dist. No. 110 at \$ 35,200 assessed value.

I hereby ask that the taxes on \$ 35,200 assessed value be refunded or cancelled on account of

erroneous assessment as follows: THE PROPERTY AT 1205 GRANDVIEW AVE WAS ACQUIRED FROM GRAND VIEW UNIVERSITY ON 4/15/2020 BY DEED WITHOUT WARRANTY. THIS PROPERTY WAS PREVIOUSLY COMMERCIAL EXEMPT WHEN OWNED BY GRAND VIEW UNIVERSITY AND IT WAS ASSUMED THE EXEMPTION WOULD CONTINUE WITH THE TRANSFER OF THE PROPERTY. HOWEVER, DUE TO A MISUNDERSTANDING AND/OR A COMMUNICATION BREAKDOWN, THE PROPERTY TAX EXEMPTION APPLICATION WAS NOT SUBMITTED BEFORE THE FEBRUARY 1 DEADLINE. WE ASK THAT THE PROPERTY TAX EXEMPTION BE CONSIDERED FOR THIS PROPERTY EFFECTIVE AT THE TIME OF ACQUISITION OF 4/15/2020.

LUTHER MEMORIAL CHURCH

(Name)
1201 GRANDVIEW AVE, DSM, IA 50316
(Address)

STATE OF IOWA, POLK COUNTY, ss:

Subscribed and sworn to before me, by

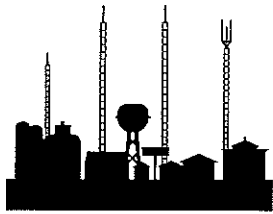
LOWELL JACOBSEN,

LUTHER MEMORIAL
COUNCIL PRESIDENT

this 23RD day of JULY 2021

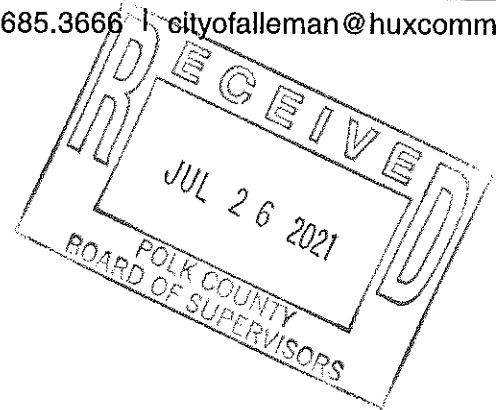
Deputy Auditor Polk County, Iowa

#20



city of
ALLEMAN

14000 NE 6th Street, Alleman, IA 50007 | 515.685.3666 | cityofalleman@huxcomm.net



DATE: July 26, 2021

TO: Board of Supervisors, Polk County
Superintendent, North Polk Community School District

FROM: City Council
City of Alleman, Iowa

RE: Alleman Urban Renewal Area

The City of Alleman is in the process of establishing an 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 and scheduling a meeting at which you will have the opportunity to discuss this plan.

The meeting to discuss our urban renewal plan has been set for August 4, 2021, at 7 o'clock p.m. at the City Hall in Alleman. 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 no later than seven days following the date of the meeting.

The City will also hold a public hearing on this urban renewal plan at 7 o'clock 9.m. on August 9, 2021, at the City Hall, Alleman, Iowa and a copy of the notice of hearing is enclosed for your information.

Please call our City Clerk at (515) 685-3666 if you have questions.

Enclosure

MEMORANDUM

To: City of Alleman Planning & Zoning Commission
From: John P. Danos and Amy Bjork, Bond Counsel for the City
Date: July 14, 2021
Re: Alleman Urban Renewal Area

A public hearing will be held by the City Council on August 9, 2021 on the adoption of an urban renewal plan for the Alleman Urban Renewal Area. We have prepared this memorandum to assist the Commission in performing its role in this process.

Section 403.5 of the Code of Iowa requires that, before they hold a public hearing, the City Council must submit a copy of the proposed plan to the Commission, "for review and recommendations as to its conformity with the general plan for the development" of the City. The statute does not require that the Commission hold a hearing on the proposed plan, nor

#21