

POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
JULY 25, 2023 9:30 A.M.

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

PUBLIC HEARING

VACATION OF PUBLIC UTILITY EASEMENT

- *5. Resolution vacating an existing platted public utility easement for property at 5353 NW 78th Ct, Johnston, Iowa.

ORDINANCE

(2nd READING)

6. Ordinance approving text amendments to the Polk County Zoning Ordinance and Zoning Map.

7.

PUBLIC COMMENTS

PERMITS

8. Renewal application for Class “E” Retail Alcohol License, and Ownership Update, for Casey’s #3075, 6981 NE 14th St.
9. Renewal application for Class “E” Retail Alcohol License for Oasis, 5120 NE 14th Street.
10. Renewal application for Class “C” Retail Alcohol License, with Outdoor Service Area Permit, for Norwood Inn, 4592 NE 29th.
11. Renewal application for Class “C” Retail Alcohol License for Outer Limits, 6560 NE 14th St.
12. New application for 5-day Class “C” Retail Alcohol License for Olive or Twist, 6170 NW Polk City Drive, Polk City.

RESOLUTIONS

- *13. Resolution approving Memorandum of Understanding with Polk Soil & Water Conservation District for Cover Crop Demonstration Project.
- *14. Resolution approving agreement with Sprint Communications Company to relocate a fiber optic line (NE Berwick Drive Bridge Project BR6066A).

- *15. Resolution approving First Amendment to Development Agreement with City of Ankeny and Rich Eychaner for construction of the Creekview Wetland.
- 16. Resolution approving final plat of Aurora Avenue Bible Church Plat 1.
- 17. Resolution approving final plat of Fox Ridge Estates Plat 2.
- *18. Resolution approving contract with Iowa Department of Health and Human Services for Childhood Lead Poisoning Prevention Program.
- *19. Resolution approving Agreement for Professional Services with Lynn Royer.
- *20. Resolution approving execution of contract with Fifth Judicial District for the Youthful Offender Program.
- *21. Resolution approving execution of contract with Fifth Judicial District for the Intensive Supervisory Court (Drug Court) Program.
- *22. Resolution approving Subscriber Agreement with the City of Johnston.
- 23. Resolution reclassifying positions within the County Attorney's Office.
- 24. Resolution creating position in the Public Works Department.
- 25. Resolution abating delinquent taxes and special weed assessments for property in the City of Des Moines (parcel 7824.15.101.007).
- 26. Resolution abating delinquent taxes and special weed assessments for property in the City of Des Moines (parcel 7924.33.256.016).
- 27. Resolution abating delinquent taxes and special weed assessments for property in the City of Des Moines (parcel 7924.33.429.028).
- 28. Resolution approving recommendation of the Polk County Assessor for disallowance of the Homestead Tax Credit.
- 29. Resolution approving audit services proposal from RSM US LLP for fiscal years ending June 30, 2023, 2024 and 2025.
- 30. Resolution approving initiative to become a Home Base Iowa Community.
- *31. Resolution approving agreement with Iowa Legal Aid.

32. Resolution approving funding to the Health Department for the Lock It Up gun violence prevention initiative.

33. Resolution approving funding to Catch DSM for the Junior Olympics.

34. Resolution approving funding for Iowa Hall of Pride renovation at the Iowa Events Center.

*35. Resolution approving Community Development Grant to Friends of YJI (Youth Justice Initiative).

*36. Resolution approving Community Development Grant for Grimes Community Foundation.

37. Resolution approving Community Betterment Grant awards.

COMMUNICATIONS

*38. City Development Board Filing of Written Decision City of Altoona voluntary annexation within the urbanized area of Bondurant, Ankeny and Des Moines.

*39. City Development Board Filing of Written Decision City of Granger voluntary annexation within the urbanized area of Johnston and Grimes.

*40. City Development Board notice of hearing City of Ankeny voluntary annexation, including non-consenting owners, within urbanized area of Altoona.

BUDGET ACTIONS

*41. Memorandum of Budget Actions.

APPOINTMENTS

*42. Memorandum of Appointments.

ADJOURNMENT

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

Live stream the Board of Supervisors meeting at:

<https://www.polkcountyiowa.gov/board-of-supervisors/meeting-agendas-and-minutes/>

RESOLUTION

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

WHEREAS, Zachary & Jennifer Ellison, owners of Parcel 'G' as recorded in Book 13335, Page 436 in the Office of the Polk County Recorder, Polk County, Iowa, and including all of Lot 10 of Schultz Acres, addressed as 5353 NW 78th Court, Johnston, and being located within Section 14 of Township 79 North, Range 25 West of the 5th P.M. (Webster Township), Polk County, Iowa, have filed a petition in accordance with Section 354.23, Code of Iowa, to vacate an existing platted public utility easement; and

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

COMMENCING AT THE SE CORNER OF LOT 10 SCHULTZ ACRES, AN OFFICIAL PLAT IN POLK COUNTY, IOWA; THENCE N 00°13'59" E 220.04' TO THE NE CORNER OF LOT 10 SCHULTZ ACRES; THENCE S 78°53'52" W 5' ALONG THE NORTH LINE OF SAID LOT 10 SCHULTZ ACRES; THENCE 220' SOUTH TO THE SOUTH LINE OF SAID LOT 10 SCHULTZ ACRES; THENCE 5' EAST ALONG THE SOUTH LINE OF LOT 10 SCHULTZ ACRES TO THE POINT OF BEGINNING.

WHEREAS, a public hearing was held on July 25, 2023 as required by Section 354.23 of the Code of Iowa to vacate the platted public utility easement; and

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

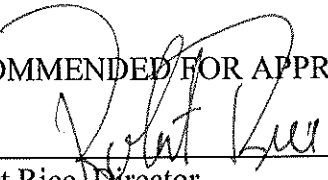
NOW, THEREFORE BE IT RESOLVED that the public utility easement described above and shown on attached Exhibit 'A' is hereby vacated, and this Resolution and attached Exhibit 'A', including the vacation exhibit and accompanying consent from utility companies, shall be recorded by the Polk County Auditor's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

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

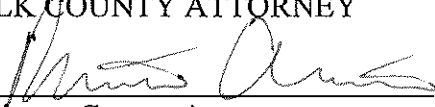


Robert Rice, Director
Polk County Public Works Department

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APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY


Assistant County Attorney

FISCAL NOTE: No cost to the County

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 123-23 to vacate an existing platted public utility easement and authorizing the Auditor to record the Resolution and vacating instruments. Subject property is located at 5353 NW 78th Court, Johnston.

Agenda Date: July 25, 2023

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

Previous Action taken by the Board: On July 11, 2023 the Board set the public hearing on this easement vacation for July 25, 2023

Board/Commission Actions: None

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

Comply with Policy: Yes. Public Works staff has reviewed the request and concurs the easement is no longer necessary. All utility companies with service area have been contacted and consented to the vacation.

Background: This public utility easement was platted as part of the subdivision plat of Schultz Acres, recorded in 1964. The easement is five (5) feet in width and located directly adjacent to the eastern, rear lot line of Lot 10, Schultz Acres. In 2010, a prior property owner purchased an additional ~40-foot wide strip of land to the east to expand the size of the property. This utility easement is now an impediment to the property owners' ability to construct future accessory structures. The easement contains no existing utilities, and is not needed for any future utility services.

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

Fiscal Note: None

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

Additional Fiscal Note Information (optional): None

ORDINANCE NO.

WHEREAS, the Polk County Board of Supervisors adopted the Zoning Ordinance on September 10, 2007 and most recently amended on May 11, 2021; and

WHEREAS, the proposed text amendments to the Polk County Zoning Ordinance and Zoning Map provide updates to the current Ordinance and Map for unincorporated Polk County; and

WHEREAS, the proposed amendments will add and amend sections of the ordinance including: New and updated regulations regarding Renewable Energy including new regulations for solar energy systems and battery energy storage systems and updating wind energy systems regulations and integrating into the Zoning Ordinance by deleting Chapter 22 Ordinance Regulation Wind Energy Conversion Systems from the Polk County Code of Ordinances. Adding regulations addressing the allowance of Accessory Dwelling Units (ADUs). Updating Ag Support regulations to allow Ag-specific light manufacturing. Updating Storm Water regulations on the threshold for which storm water management is required for new development and redevelopment. Updating Sign regulations for electronic message board signs for institutional uses. And other proposed changes that will address minor corrections and modifications; and

WHEREAS, the proposed Zoning Map amendment is also proposed to update the zoning of the areas directly adjacent to the incorporated cities of Polk City, Elkhart, Ankeny, Altoona, Mitchellville and Pleasant Hill in accordance with the Polk 2050 Comprehensive Plan Future Land Use map.

WHEREAS, the Text Amendments and Zoning Map amendments were reviewed and heard by the Polk County Zoning Commission at a public hearing on Monday, May 22 and continued hearing on Monday June 26, 2023 at 7:00 P.M., at the meeting room of the Polk County Public Works Department, Planning & Development Division, 5885 N.E. 14th Street, Des Moines, Iowa, due and timely notice was published as provided by law; and

WHEREAS, the Polk County Zoning Commission voted five (5) for, zero (0) against with two (2)

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absent to recommend **approval** of the Polk County Zoning Ordinance Text Amendments and Zoning Map Amendments to the Polk County Board of Supervisors; and

WHEREAS, the Text Amendments and Zoning Map Amendments were heard by the Polk County Board of Supervisors on Tuesday, July 11, 2023 at 9:30 A.M., in Room 120 of the Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa, due and timely notice published as provided by law.

NOW, THEREFORE BE IT ORDAINED that the text amendments to the Polk County Zoning Ordinance and Zoning Map for unincorporated Polk County be approved and become effective upon publication.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

ATTEST

Jamie Fitzgerald, County Auditor

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Ordinance No. Amending the Polk County Zoning Ordinance and Zoning Map.

Agenda Date: July 11, 2023

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

Previous Action taken by the Board: Set public hearing on June 13, 2023.

Board/Commission Actions: The Polk County Zoning Commission met on May 22 and June 26, 2023 and voted 5-0 with 2 absent to recommend approval of the Zoning Ordinance and Map amendments.

Action Requested (Recommended): Approval

Comply with Policy: Yes

Background: Polk County adopted Polk 2050 Comprehensive Plan in August of 2022. Included in the proposed Zoning Ordinance amendments and Zoning Map changes are recommendations from the Polk 2050 Comprehensive Plan. Specific changes include the addition of a renewable energy chapter including solar, wind and battery storage for personal scale and utility scale. With the changes that also deletes Chapter 22 of the Code of Ordinances a standalone ordinance for Wind Energy. Also included are regulations for the allowance of Accessory Dwelling Units (ADUs). Other minor changes are included for ag support uses, stormwater and signs. Zoning Map changes are proposed for Urban Fringe areas around communities that updating the zoning allows for urban expansion and reduces conflicting zoning districts as urban growth and expansion occur.

Action Impact: Upon holding the public hearing and three readings of the ordinance, the amendments would be published and go into effect

Fiscal Note: None

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

**Polk County Zoning Ordinance
Amendments Overview
Board of Supervisors July 11, 2023**

Article 1. Title, Purpose and Jurisdiction

- No Changes.

Article 2. Definitions.

- Added definition of Dwelling Unit, Accessory.

Article 3. Establishment of Zoning Districts

- Zoning Map Amendments*

Article 4. Use Regulations.

- Change Table of Uses for Accessory Dwelling Units and Renewable Energy Uses
- Added Accessory Dwelling Unit (ADU) regulations to Residential Uses
- Modified collocation requirement within Communication Towers
- Added additional reference to outdoor storage language for Light and Moderate Industrial Uses
- Added reference for Accessory Regulations for Solar Panels and Arrays for new Article 24- Renewable Energy
- of Ordinances for Wind Energy requirements.

Article 5 District Performance Standards

- Added reference to Accessory Dwelling Units not included in Maximum Net or Gross Density calculations

Article 6. Bulk and Use Standards

- Table 6.9 minimum building spacing changed from 30 to 15 feet.

Article 7. Natural Resource Protection

- No Changes.

Article 8. Stormwater and Erosion Control

- Modify stormwater exemption from 10,000 square feet to 5,000 square feet.

Article 9. Conservation Design

- No Changes.

Article 10. Landscaping

- No Changes

Article 11. Signs

- Modified language of Electronic Message Signs to add institutional uses

Article 12. Exterior Lighting

- No changes.

Article 13. Off-Street Parking and Loading

- No Changes

Article 14. Street/Road Standards and Access

- No Changes

Article 15. Construction Standard

- No Changes

Article 16. Site Plans

- Minor change

Article 17. Rural Cluster Development Option Standards

- No Changes

Article 18. Ordinance Amendment Procedures

- No Changes

Article 19. Variance

- No changes.

Article 20. Issuance of Permits and Licenses

- No Changes.

Article 21. Legal Lots of Record and Nonconforming

- No Changes

Article 22. Administration and Fees

- No Changes.

Article 23

- No Changes

Article 24

- Added New Article 24 Renewable Energy Regulations- Solar, Wind and Battery Storage. Deleting Chapter 22 - Ordinance Regulating Wind Energy Conversion Systems from the Polk County Code of Ordinances

Also included in the amendments include non-sustentative punctuation, grammatical, formatting and renumbering changes.

***Zoning Map amendments consistent with Polk 2050 Comprehensive Plan Future Land Use map**

RESOLUTION

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

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

WHEREAS, cover crop planting by agricultural landowners and farmers is an important tool to improve water quality and reduce flooding; and

WHEREAS, Polk County has worked with the Polk Soil & Water Conservation District (PSWCD) to develop a Cover Crop Demonstration Project targeted toward agricultural landowners and farmers for educational and outreach purposes with a goal toward improving water quality and reducing flooding; and

WHEREAS, Polk County and Polk SWCD have developed a Memorandum of Understanding whereby Polk County will provide Polk SWCD \$3,000 to be used for landowner compensation for land taken out of production for use in the Cover Crop Demonstration Project; and

WHEREAS, in exchange for Polk County providing Polk SWCD \$3,000, it will lease land from an agricultural landowner, purchase cover crop seeding, plant cover crops, and utilize the cover crops on the leased land to provide education and outreach to agricultural landowners, farmers, and other stakeholders.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the Memorandum of Understanding between Polk County, Iowa and the Polk Soil & Water Conservation District and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

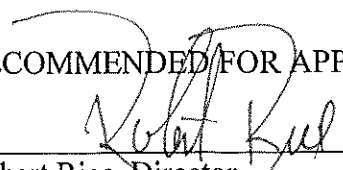
BE IT FURTHER RESOLVED that the Polk County Public Works Department is directed to administer the Memorandum of Understanding on behalf of Polk County.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

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APPROVED AS TO FORM:

KIMBERLY GRAHAM

Polk County Attorney



Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 125-23 to approve MOU with Polk Soil & Water Conservation District for the Cover Crop Demonstration Project.

Agenda Date: July 25, 2023

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Action Requested (Recommended): Approve the memorandum of understanding, authorize the Chair to execute the agreement, direct the Public Works Department to return a copy of the signed agreement to cooperating partners.

Comply with Policy: Yes

Background: Polk County has worked with Polk Soil & Water Conservation District to develop a cover crop demonstration project. This project will implement a variety of plots to be used for educational efforts with local farmers.

Action Impact: Action approves the Chair to sign the contract and Public Works to oversee the Cover Crop Demonstration Project.

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

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$3,000		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, on October 18, 2022, Polk County, Iowa awarded the construction contract to Herberger Construction Company, Inc. to replace the existing NE Berwick Drive bridge known as BR6066A; and

WHEREAS, it was discovered that a Sprint Communications Company L.P. fiber optic cable was in direct conflict with the proposed bridge and thus needs to be relocated; and

WHEREAS, the County must cover costs to relocate said fiber optic line.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached Reimbursement Agreement and authorizes the Chair of the Polk County Board of Supervisors to execute the document on behalf of Polk County, Iowa; and

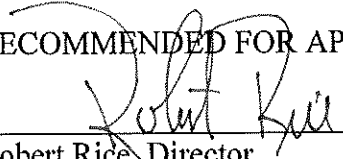
BE IT FURTHER RESOLVED that the Public Works Department be authorized to return a copy of the signed Reimbursement Agreement to Sprint Communications Company L.P. and administer any required payments thereto, on behalf of Polk County.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

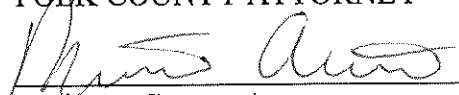
RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

Fiscal Note: Cost of the agreement to be drawn from the Secondary Roads budget.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 127-23 to approve an agreement with Sprint Communications Company L.P. to relocate a fiber optic line regarding the NE Berwick Drive Bridge (BR6066A) project.

Agenda Date: July 25, 2023

Contact Individual: Rachel Conrad, PE, Assistant County Engineer, Polk County Public Works Department, 875-5507

Previous Action taken by the Board: Res. 207-22 (Dated October 18, 2022) awarding construction contract for NE Berwick Dr Bridge Replacement.

Board/Commission Actions: N/A

Action Requested (Recommended): Approve reimbursement agreement, authorize the Public Works Department to return a copy of the signed agreement to Sprint Communications Company L.P. and administer any required payments.

Comply with Policy: Yes

Background: After the construction contract was awarded, a fiber optic line was discovered to be in direct conflict with the proposed bridge replacement. This fiber optic line is within Union Pacific ROW, not Polk County's ROW, thus relocation expenses are the County's responsibility.

Action Impact: Approval of the agreement will allow Public Works to proceed with construction of this project.

Fiscal Note: Cost of the agreement to be drawn from the Secondary Roads budget.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	N	\$86,278.91		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, on June 13, 2023, Polk County approved a Development Agreement By and Between Polk County, Iowa, the City of Ankeny, and Rich Eychaner ("the Agreement") to construct a wetland in the City of Ankeny; and

WHEREAS, an error on the provided acquisition plat resulted in the incorrect legal description on Exhibits B, C, and F of the Agreement; and

WHEREAS, due to the error on the acquisition plat, a First Amendment to the Agreement is necessary.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the First Amendment to the Development Agreement By and Between Polk County, Iowa, the City of Ankeny, and Rich Eychaner and authorizes the Chair of the Polk County Board of Supervisors to sign the First Amendment on behalf of Polk County.

BE IT FURTHER RESOLVED that the Polk County Public Works Department is directed to return a signed copy of the First Amendment to the City of Ankeny and Rich Eychaner.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 124-23 to approve the First Amendment to the Development Agreement By and Between Polk County, Iowa, the City of Ankeny, and Rich Eychaner for the construction of the Creekview Wetland.

Agenda Date: July 25, 2023

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

Previous Action taken by the Board: June 13, 2023 BOS action approving Development Agreement By and Between Polk County, Iowa, the City of Ankeny, and Rich Eychaner.

Board/Commission Actions: N/A

Action Requested (Recommended): Approve First Amendment to the Agreement, authorize the Chair to execute the First Amendment, direct the Public Works Department to return a copy of the signed agreement to cooperating partners.

Comply with Policy: Yes

Background: Polk County has approved a development agreement with Ankeny and Rich Eychaner for the construction of a water quality wetland. An error on the acquisition plat resulted in necessary amendments to agreement exhibits.

Action Impact: Action approves the Chair to sign the amended exhibit.

Fiscal Note: None

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the owners of land located in Section 23, Township 79 North, Range 24 West of the 5th P.M. (Saylor Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision final plat known as Aurora Avenue Bible Church Plat 1; and

WHEREAS, the major subdivision preliminary plat proposes one (1) single family residential lot and one (1) indoor institutional lot on approximately 1.52 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 Board of Supervisors voted unanimously, with no members absent, to approve the major subdivision preliminary plat of Aurora Avenue Bible Church Plat 1 on May 16, 2023; and

WHEREAS, the Polk County Public Works Department reviewed the major subdivision final plant and recommends that it be approved.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the major subdivision final plat of Aurora Avenue Bible Church Plat 1 and authorizes the Chair of the Polk County Board of Supervisors to sign the Resolution.

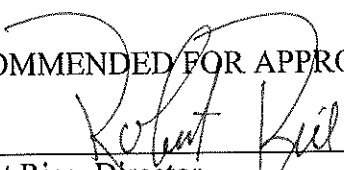
Sewer Service:	Individual Septic System
Water Service:	Des Moines Water Works
Zoning:	"MDR" Medium Density Residential District
Platted by:	Mike Cornelison of Aurora Avenue Bible Church (property owner)
Surveyor:	Associated Engineering Company of Iowa
Location:	Located approximately 300 feet east of the intersection of NW 2 nd Street and NW Aurora Avenue
Township:	Saylor

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: No cost to the County

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 126-23 approving Aurora Avenue Bible Church Plat 1, a major subdivision final plat.

Agenda Date: July 25, 2023

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: On May 16, 2023 the Polk County Board of Supervisors voted five (5) to zero (0) to approve the Preliminary Plat of Aurora Avenue Bible Church Plat 1 in accordance with staff's recommendation for approval. The Polk County Zoning Commission met on December 27, 2022 and voted five (5) in favor and one (1) absent, on a motion to recommend approval of the Preliminary Plat of Aurora Avenue Bible Church Plat 1, in accordance with staff's recommendation for approval.

Action Requested (Recommended): Approval

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

Background: The Plat proposes one (1) single-family residential lot and one (1) indoor institutional lot on approximately 1.52 acres of land that is zoned "MDR" Medium Density Residential District. The subject subdivision is located in the Northwest Quarter of Section 23, Township 79 North, Range 24 West (Saylor Township), Polk County, Iowa. Lot 1 of the proposed subdivision will be approximately 1.19 acres in area and contains a church. Lot 2 contains a single-family dwelling on the remaining 0.32 acres. The subject property is located within two (2) miles of the City of Des Moines. On February 16, 2023 the City of Des Moines waived its right to review the final plat of Aurora Avenue Bible Church Plat 1.

Action Impact: Approval of the Final Plat allows for 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
23/24	N	N	N	N		

Additional Fiscal Note Information (optional): None

RESOLUTION

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

WHEREAS, the owners of land located in Section 26, Township 80 North, Range 22 West of the 5th P.M. (Franklin Township), Polk County, Iowa, wish to subdivide and plat their land into a minor subdivision final plat known as Fox Ridge Estates Plat 2; and

WHEREAS, the minor subdivision final plat proposes one (1) single family residential lot and one (1) outlot on approximately 15.34 acres of land; and

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

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the minor subdivision final plat of Fox Ridge Estates Plat 2 and authorizes the Chair of the Polk County Board of Supervisors to sign the Resolution.

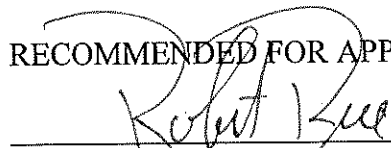
Sewer Service:	Individual Septic System
Water Service:	Des Moines Water Works
Zoning:	"ER" Estate Residential District
Platted by:	Daryl Bailey (property owner)
Surveyor:	Associated Engineering Company of Iowa
Location:	Located approximately 540 feet east of the intersection of NE Santiago Drive and NE 82 nd Avenue.
Township:	Fourmile

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: No cost to the County

#17

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 122-23 approving Fox Ridge Estates Plat 2, a minor subdivision final plat.

Agenda Date: July 25, 2023

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

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

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

Action Requested (Recommended): Approval of the Fox Ridge Estates Plat 2 Final Plat.

Comply with Policy: Yes. The Plat complies with the requirements of the Polk County Zoning and Subdivision Ordinances, and has been reviewed and recommended for approval by the Public Works Department.

Background: The Plat proposes one (1) single family residential lot and one (1) outlot on approximately 15.34 acres of land that is zoned "ER" Estate Residential District. The proposed subdivision is located in the NE ¼ of the SW ¼ of Section 26, Township 80 North, Range 23 West of the 5th P.M. (Franklin Township). Lot 1 of the proposed subdivision will be approximately 5.56 acres and Outlot X is proposed to be 9.78 acres and is unbuildable. The subject property is served by Des Moines Water Works and individual on-site septic systems. The subject property is located just over one (1) mile east of The City of Bondurant Corporate limits. The City of Bondurant provided approval of the minor final plat by resolution on July 17, 2023.

Action Impact: Approval of the Final Plat allows for 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
23/24	N	N	N	N		

Additional Fiscal Note Information (optional): None

RESOLUTION

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

WHEREAS, lead poisoning has a range of adverse health effects, especially for young children, that include: learning disabilities, behavioral and developmental problems, anemia, kidney damage, coma, and even death at high levels of exposure; and

WHEREAS, childhood lead poisoning is a public health issue in Polk County, Iowa due to the number of houses built before 1978 which continue to contain lead-based paint; and

WHEREAS, for the period July 1, 2023 through June 30, 2026, the Iowa Department of Health and Human Services has awarded a three-year funding contract to Polk County, Iowa to conduct childhood lead poisoning prevention activities, elevated blood level investigations, medical case management, and health education; and

WHEREAS, the term of the Project period shall run through June 30, 2026 and Polk County has been allocated \$42,055 for the first fiscal year of the project period; and

WHEREAS, Polk County, Iowa and the Iowa Department of Health and Human Services desire to enter into a Contract, Contract #5883LP06, to set forth the terms under which Polk County, Iowa, by and through the Polk County Health Department, shall receive funding for the Childhood Lead Poisoning Prevention Program.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors approves Contract #5883LP06 with the Iowa Department of Health and Human Services to provide funding for the Childhood Lead Poisoning Prevention Program in Polk County, Iowa and authorizes the Chair to sign the Contract.

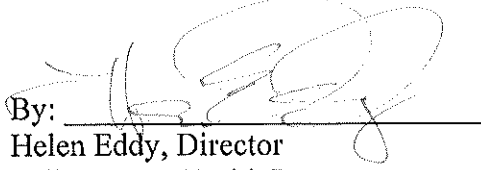
NOW, THEREFORE, BE IT FURTHER RESOLVED: That the Director of the Polk County Health Department, or her designee, be authorized to execute any and all documents in furtherance of this Contract.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

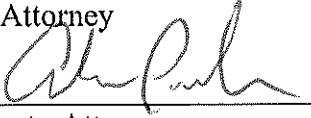
RECOMMENDED FOR APPROVAL:

By: 
Helen Eddy, Director
Polk County Health Department

#18

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY23/24 State \$42,055

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Contract #5883LP06 with Iowa Department of Health and Human Services for Childhood Lead Poisoning Prevention Program (CLPPP) funding.

Agenda Date: July 25, 2023

Contact Individual: Mandy Penning, Deputy Health Director, 286-2005

Previous Action taken by the Board: The Board of Supervisors approved a similar contract for FY22/23.

Board/Commission Actions: N/A

Comply with Policy: Yes. Reducing the number of lead poisoned children in Polk County, Iowa is a priority of the Polk County Health Department.

Background: The Polk County Health Department has been operating a Childhood Lead Poisoning Prevention Program since 1998. The program conducts childhood lead poisoning prevention activities, elevated blood level investigations, medical case management, health education, and healthy homes assessments. Earlier this year, Polk County, Iowa submitted an application to the Iowa Department of Health and Human Services (Iowa HHS) for renewed funding of this program for FY 23/24 through FY25/26. Iowa HHS has awarded a three-year funding contract to Polk County, Iowa. Funding in the amount of \$42,055 has been granted for the first year of this program and the Polk County Health Department recommends approving the Contract setting forth the terms of receiving such funds.

Action Impact: These funds will be used to partially offset the salary of program staff working in the Childhood Lead Poisoning Prevention Program.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$42,055	\$42,055	N	10223017.74240	10223017.52290

Additional Fiscal Note Information (optional): Federal: \$0 State: \$42,055

RESOLUTION

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

WHEREAS, Polk County, Iowa desires to maintain continuity of the services of the Public Health/EMS Healthcare Coalition Coordinator as part of the Central Iowa Healthcare Coalition (CIHCC); and

WHEREAS, Polk County, Iowa, by and through its Health Department, is the Fiscal Agent and Cities Readiness Initiative (CRI) Coordinator for the CIHCC; and

WHEREAS, Lynn Royer has been identified as an independent contractor with the knowledge and experience to assist the Polk County, Iowa Health Department in these continuity efforts for at least three (3) months with the possibility of up to six (6) months; and

WHEREAS, Polk County, Iowa and Lynn Royer desire to enter into an Agreement for Professional Services of assisting and training the new CRI Coordinator; and

WHEREAS, the Iowa Department of Health and Human Services supports funding these temporary services using funds through the Emergency Preparedness (PHEP) and EMS System Grant.

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa approves the terms of the attached Agreement for Services with Lynn Royer for assisting and training the CIHCC Fiscal Agent and the CRI Coordinator and authorizes the Chair of the Polk County Board of Supervisors to sign the Agreement for Professional Services with Lynn Royer 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.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Helen Eddy, Director
Polk County Health Department

#19

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY23/24 Funding authorized through the Emergency Preparedness Grant from
Iowa Health and Human Services

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement for Professional Services with Lynn Royer.

Agenda Date: July 25, 2023

Contact Individual: Mandy Penning, Deputy Health Director, 286-2005

Previous Action taken by the Board: No

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Previously, the Central Iowa Healthcare Coalition (CIHCC) employed Lynn Royer as the Public Health/EMS Healthcare Coalition Coordinator. Lynn has now accepted a new position outside of CIHCC. The Iowa Department of Health and Human Services has agreed Lynn Royer may contract for services with Polk County, as fiscal agent for the CIHCC, to ensure a continuity of services by Lynn assisting and training the new CRI Coordinator, using funds through the Emergency Preparedness Grant.

Action Impact: Approval of this Agreement is recommended by the Polk County Health Department to ensure a continuity of services by assisting and training the CIHCC Fiscal Agent and the CRI Coordinator.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y			N	10223041.77440.09	10223041.52480

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED BY _____ SECONDED BY _____
that the following resolution be adopted:

WHEREAS, Polk County and the Iowa Fifth Judicial District Department of Correctional Services have operated a "Youthful Offender Program" since 1998 in an effort to reduce recidivism on the part of juvenile violators of certain criminal laws; and

WHEREAS, the Fifth Judicial District Department of Correctional Services has agreed to continue funding to enable the County to renew the employment of a Paralegal Assistant to help coordinate the Youthful Offender Program; and

WHEREAS, the attached contract has been proposed by the Fifth Judicial District to set forth the duties of the Paralegal Assistant and the conditions under which the grant funds will be paid; and

WHEREAS, the attached contract with the Fifth Judicial District Department of Correctional Services, the Iowa Department of Corrections, is to provide Polk County \$54,835.00 in allowable costs for a Paralegal Assistant to help coordinate the Youthful Offender Program from July 1, 2023 through June 30, 2024.

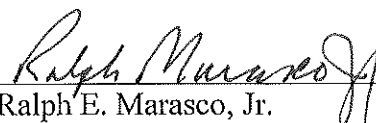
NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa agrees to and enters into the attached Contractual Agreement for Youthful Supervision Program, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

POLK COUNTY BOARD OF SUPERVISORS

Tom Hockensmith, Chair

**RECOMMENDED FOR APPROVAL
APPROVED AS TO FORM:**

Kimberly Graham
Polk County Attorney



Ralph E. Marasco, Jr.
Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the execution of contract with Fifth Judicial District and Polk County for the Youthful Offender Program

Agenda Date: July 25, 2023

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

Previous Action taken by the Board: Approval of prior Contracts

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County and the Iowa Fifth Judicial District Department of Correctional Services have operated a "Youthful Offender Program" since 1998 in an effort to reduce recidivism on the part of juvenile violators of certain criminal laws. The Fifth Judicial District Department of Correctional Services has agreed to continue funding to enable the County to renew the employment of a Paralegal Assistant to help coordinate the Youthful Offender Program as set out in Section I of the contract.

Action Impact:

Fiscal Note: \$54,835.00 reimbursed by the State

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24			\$54,835.00	\$54,835.00			
24/25							
25/26							

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County and the Iowa Fifth Judicial District Department of Correctional Services have operated an "Intensive Supervisory Court (Drug Court) Program" since 1998 which works with qualified participants who have been charged with crimes related to drug usage; and

WHEREAS, the participants are supervised on an intense basis by the Department of Corrections staff, thus avoiding jail days and avoiding or reducing jail sentences upon completion; and

WHEREAS, various assistant county attorneys have participated in Intensive Supervisory Court with the Iowa Department of Corrections since 1998; and

WHEREAS, the Fifth Judicial District Department of Correctional Services has agreed to continue funding to enable the County to renew the employment of a half-time assistant county attorney to help with the Drug Court; and

WHEREAS, the attached contract has been proposed by the Fifth Judicial District to set forth the duties of the half-time Assistant County Attorney and the conditions under which the grant funds will be paid; and

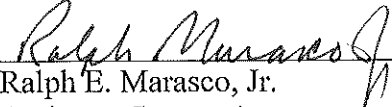
NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa agrees to and enters into the attached Contractual Agreement for Intensive Supervisory Court (Drug Court) Program in Polk County, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

POLK COUNTY BOARD OF SUPERVISORS

Tom Hockensmith, Chair

**RECOMMENDED FOR APPROVAL
APPROVED AS TO FORM:**

Kimberly Graham
Polk County Attorney



Ralph E. Marasco, Jr.
Assistant County Attorney

#21

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the execution of contract with Fifth Judicial District and the County Attorney for the Intensive Supervisory Court (Drug Court) Program

Agenda Date: July 25, 2023

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

Previous Action taken by the Board: Approval of prior Contracts

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County and the Iowa Fifth Judicial District Department of Correctional Services have operated an “Intensive Supervisory Court (Drug Court) Program” since 1998 which works with qualified participants who have been charged with crimes related to drug usage. The participants are supervised on an intense basis by the Department of Corrections staff, thus avoiding jail days and avoiding or reducing jail sentences upon completion. Throughout the years, various Assistant County Attorneys have participated in Intensive Supervisory Court. The Fifth Judicial District Department of Correctional Services has agreed to continue partial funding of the position of a half-time Assistant County Attorney to help coordinate the Intensive Supervisory Court Program through June 30, 2024.

Action Impact:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24			\$41,484.00	\$41,484.00			
24/25							
25/26							

RESOLUTION

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

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office currently provides communication dispatch services for 26 public safety agencies, which includes law enforcement, fire departments, and other emergency services responders; and

WHEREAS, Polk County explored options to address various shortcomings of the communication system, and in 2012 identified goals to address specific issues; and

WHEREAS, Polk County selected a proposal submitted by RACOM Corporation (RACOM) and entered into a Master Contract on 3/13/2012 for the purpose of establishing a public/private network for public safety radio service in central Iowa; and

WHEREAS, Polk County approved a Resolution for a Subscriber Agreement for communication dispatch services with the City of Johnston, Iowa on 4/13/2013, which was effective for twelve years; and

WHEREAS, the City of Johnston, Iowa is requesting continuation as a participating Subscriber with a new Subscriber Agreement through June 30, 2030 and the Polk County Sheriff recommends approving the terms of the Agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Subscriber Agreement with the City of Johnston to provide communication dispatch services and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Subscriber Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

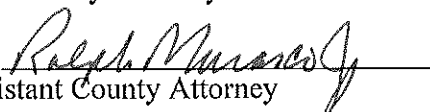
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
3:45 pm, Jul 07, 2023

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: No additional expenses in FY 22/23. Revenue begins FY 24/25 estimated \$42,442.

#22

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Subscriber Agreement with the City of Johnston

Agenda Date: July 25, 2023

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

Previous Action taken by the Board: The Board of Supervisors approved a Resolution for a Subscriber Agreement with the City of Johnston on 4/13/2013.

Board/Commission Actions: N/A

Comply with Policy: Yes

Action Requested (Recommended): Resolution approves Subscriber Agreement between Polk County and the City of Johnston.

Background: The Polk County Sheriff's Office, which provides communication dispatch services 26 public safety agencies, including law enforcement, fire and ems departments, and other emergency services responders, in 2011 identified options to address a number of issues and shortcomings in its communications system.

Polk County and RACOM entered into a Master Contract on 3/13/2012 for the purpose of establishing a public/private network for public safety radio service in central Iowa. Amendment 1 to the Master Contract was approved on 12/17/2013. Amendment 2 to the Master Contract was approved on 9/17/2019 and authorized the replacement and upgrading of radios used by Polk County and Subscribers that signed updated service agreements.

Polk County approved a Resolution for a Subscriber Agreement with the City of Johnston on 4/13/2013, which was effective for twelve years. In 2019 the City of Johnston declined to participate in the upgrades provided through Amendment 2. The City of Johnston has now requested to continue as a Subscriber with a new Subscriber Agreement through June 30, 2030.

Action Impact: Polk County will continue its commitment to maintain and enhance the public/private network for public safety radio service in central Iowa with RACOM. The Polk County Sheriff's Office will continue to act as the administrator of the Central Iowa Regional Public Safety Communication System. Polk County will continue to provide the services identified in the Subscriber Agreement.

Fiscal Note: No additional expenses will be incurred due to this Agreement. The City of Johnston will begin paying Subscriber Fee in FY 24/25, along with other Subscribers. The amount below is an estimate only, as actual costs will be based on the actual expenses of FY 22/23.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment ? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
FY 22/23	N	0	0	Y	n/a	n/a
FY 23/24	N	0	0	Y	n/a	n/a
FY 24/25	N	0	42,442	Y	n/a	10041041.52790

RESOLUTION

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

WHEREAS, the County Attorney has reviewed the management structure of the County Attorney's office, and

WHEREAS, the County Attorney is requesting to reclassify the current Office Supervisor position to a Chief of Staff/Public Information Officer position with increased responsibilities, and

WHEREAS, the County Attorney is requesting an exception to the Pay Adjustment Policy to place the incumbent at a salary within range of \$140,000 effective 7/1/2023 with retroactive pay, and

WHEREAS, the County Attorney requests to reclassify the current Manager of Administrative Services to a Budget and Finance Administrator position due to change in management responsibilities, and

WHEREAS, the County Attorney is requesting the following position modifications:

- Reclassify one (1) Office Supervisor position, Management grade 23, range \$93,224-\$122,770, to one (1) Chief of Staff/Public Information Officer position, Management grade 27, range \$112,603-\$148,499.
- Reclassify one (1) Manager of Administrative Services position, Management grade 27, range \$112,603-\$148,499, to one (1) Budget and Finance Administrator position, Excluded grade 27, range \$112,603-\$148,499.

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

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Murawski
Assistant County Attorney

FISCAL NOTE: The estimated cost is \$23,230 for FY23/24, \$31,317 for FY24/25, and \$23,187 for FY25/26.

#23

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modifications within the County Attorney's Office

Agenda Date: July 25, 2023

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Reclassify one (1) Office Supervisor position, Management grade 23, range \$93,224-\$122,770, to one (1) Chief of Staff/Public Information Officer position, Management grade 27, range \$112,603-\$148,499. Reclassify one (1) Manager of Administrative Services position, Management grade 27, range \$112,603-\$148,499, to one (1) Budget and Finance Administrator position, Excluded grade 27, range \$112,603-\$148,499.

Comply with Policy: Yes

Background: The County Attorney has reviewed the management structure of the County Attorney's Office and is requesting the aforementioned reclassifications. Additionally, the County Attorney is requesting an exception to the Pay Adjustment Policy to place the incumbent of the proposed Chief of Staff/Public Information Officer position at a salary within range of \$140,000 effective 7/1/2023 with retroactive pay.

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

Fiscal Note: The estimated cost is \$23,230 for FY23/24, \$31,317 for FY24/25, and \$23,187 for FY25/26.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	Y		\$23,230		Y	10051101	
24/25	N		\$31,317		N		
25/26	N		\$23,187		N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the Director of Public Works, in conjunction with the County Administrator, is requesting a Sustainability Planner position to lead collaboration efforts with metro municipalities to develop and implement plans to reduce greenhouse gas emissions and work collaboratively on other sustainability efforts, and

WHEREAS, the Environmental Protection Agency (EPA) has committed one million dollars towards sustainability efforts in Polk County, and

WHEREAS, the commitment of funding will support the proposed position, and

WHEREAS, the Director of Public Works is requesting the following position modification:

- Create one (1) grant-funded Sustainability Planner position, AFSCME grade 20, range \$70,454-\$92,360.

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

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph M. Murrain
Assistant County Attorney

FISCAL NOTE: The estimated cost is \$93,240 for FY23/24, \$113,778 for FY24/25, and \$122,000 for FY25/26. Cost of the position will be reimbursed through the grant-funding agreement with the EPA.

#24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Public Works Department

Agenda Date: July 25, 2023

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Create one (1) Sustainability Planner position, AFSCME grade 20, range \$70,454-\$92,360.

Comply with Policy: Yes

Background: The Director of Public Works, in conjunction with the County Administrator, is requesting to create a Sustainability Planner position to lead collaboration efforts with metro municipalities to develop and implement plans to reduce greenhouse gas emissions and work collaboratively on other sustainability efforts. The Environmental Protection Agency (EPA) has committed one million dollars towards sustainability efforts in Polk County, a portion of which will cover the estimated costs of the grant-funded position.

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

Fiscal Note: Estimated cost is \$93,240 for FY23/24, \$113,778 for FY24/25, and \$122,000 for FY25/26.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
22/23	N	1	\$93,240		N		
23/24	N	1	\$113,778		N		
24/25	N	1	\$122,000		N		

Additional Fiscal Note Information (optional): Cost of the position will be reimbursed through the grant-funding agreement with the EPA.

RESOLUTION

MOVED BY _____ SECOND BY _____

that the following resolution be adopted:

WHEREAS, the City of Des Moines obtained the property described as LOT 168 CRAWFORD PLACE, 7824.15.101.007 for rehabilitation/development, and;

WHEREAS, there are current and past due ad valorem and weed special assessment taxes on this property, and;

WHEREAS, the County Treasurer has submitted a statement to the City of Des Moines for payment of property taxes due and/or delinquent as required by Iowa Code sections 445.63 and 446.7(2), and;

WHEREAS, the city is asking for the abatement of the ad valorem and weed special assessment current and delinquent taxes, late interest, and fees for installments delinquent from March 2012 and including March 2023, and;

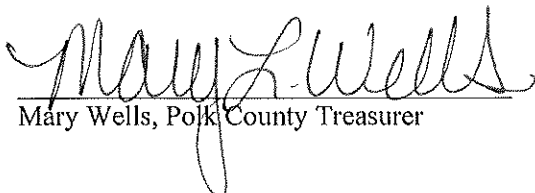
WHEREAS, under the provisions of Iowa Code sections 445.63 and 446.7(2), upon the failure of a political subdivision of the State of Iowa to immediately remit payment, the Board of Supervisors shall abate all of the taxes.

NOW, THEREFORE, BE IT RESOLVED by the Polk County Board of Supervisors that in compliance with Iowa Code sections 445.63 and 446.7(2), the Polk County Treasurer is directed to abate the total amount due for ad valorem and weed special assessment taxes from March 2012 through and including March 2023, as defined in 445.1(8) and strike the same from the county system for the property identified in the county system as 7824.15.101.007.

POLK COUNTY BOARD OF SUPERVISORS

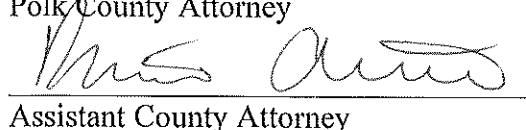
Chairperson

SUBMITTED BY:


Mary Wells, Polk County Treasurer

APPROVED AS TO FORM:

KIMBERLY GRAHAM
Polk County Attorney


Assistant County Attorney

#25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: City of Des Moines Abatement

Agenda Date: July 25, 2023

Contact Individual: Kyle Rice, Chief Executive Officer
Polk County Treasurer

Previous Action taken by the Board:
Board/Commission Actions:

Action Requested (Recommended): Approval to abate delinquent taxes and weed special assessments against a property owned by the City of Des Moines. The property is located at 29 Hartford Avenue, Des Moines, Iowa, Parcel Number 7824.15.101.007, legally described as LOT 168 CRAWFORD PLACE in Des Moines, Iowa.

Comply with Policy: Compliance with Iowa Code Section 445.63 & 446.72(2)

Background:

In compliance with 445.63 & 446.72(2), Code of Iowa and in reference to the parcel listed, the Board of Supervisors shall direct the Treasurer to abate subsequent taxes, together with all late interest, costs and fees, on the property.

Action Impact: N/A

Additional Fiscal Note Information (optional): Abate Taxes - \$37,418.00

RESOLUTION

MOVED BY _____ SECOND BY _____

that the following resolution be adopted:

WHEREAS, the City of Des Moines obtained the property described LOT 23 BLK 3 INGLESIDE, 7924.33.256.016 for rehabilitation/development, and;

WHEREAS, there are current and past due ad valorem and weed special assessment taxes on this property, and;

WHEREAS, the County Treasurer has submitted a statement to the City of Des Moines for payment of property taxes due and/or delinquent as required by Iowa Code sections 445.63 and 446.7(2), and;

WHEREAS, the city is asking for the abatement of the ad valorem and weed special assessment current and delinquent taxes, late interest, and fees for installments delinquent from September 2015 through and including March 2023, and;

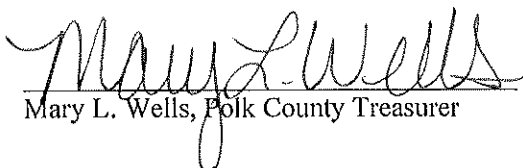
WHEREAS, under the provisions of Iowa Code sections 445.63 and 446.7(2), upon the failure of a political subdivision of the State of Iowa to immediately remit payment, the Board of Supervisors shall abate all of the taxes.

NOW, THEREFORE, BE IT RESOLVED by the Polk County Board of Supervisors that in compliance with Iowa Code sections 445.63 and 446.7(2), the Polk County Treasurer is directed to abate the total amount due for ad valorem and weed special assessment taxes from September 2015 through and including March 2023, as defined in 445.1(8) and strike the same from the county system for the property identified in the county system as 7924.33.256.016.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:


Mary L. Wells, Polk County Treasurer

APPROVED AS TO FORM:

KIMBERLY GRAHAM
Polk County Attorney


Assistant County Attorney

#26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: City of Des Moines Abatement

Agenda Date: July 25, 2023

Contact Individual: Kyle Rice, Chief Executive Officer
Polk County Treasurer

Previous Action taken by the Board:
Board/Commission Actions:

Action Requested (Recommended): Approval to abate delinquent taxes and weed special assessments against a property owned by the City of Des Moines. The property is located at 1617 22nd Street, Des Moines, Iowa, Parcel Number 7924.33.256.016, legally described at Lot 23 BLK 3 INGLESIDE in Des Moines, Iowa.

Comply with Policy: Compliance with Iowa Code Section 445.63 & 446.72(2)

Background:

In compliance with 445.63 & 446.72(2), Code of Iowa and in reference to the parcel listed, the Board of Supervisors shall direct the Treasurer to abate subsequent taxes, together with all late interest, costs and fees, on the property.

Action Impact: N/A

Additional Fiscal Note Information (optional): Abate Taxes - \$6,841.50

RESOLUTION

MOVED BY _____ SECOND BY _____

that the following resolution be adopted:

WHEREAS, the City of Des Moines obtained the property described as LOT 12 WARREN PLACE, 7924.33.429.028 for rehabilitation/development, and;

WHEREAS, there are current and past due ad valorem and weed special assessment taxes on this property, and;

WHEREAS, the County Treasurer has submitted a statement to the City of Des Moines for payment of property taxes due and/or delinquent as required by Iowa Code sections 445.63 and 446.7(2), and;

WHEREAS, the city is asking for the abatement of the ad valorem and weed special assessment current and delinquent taxes, late interest, and fees for installments delinquent from March 2013 and including March 2023, and;

WHEREAS, under the provisions of Iowa Code sections 445.63 and 446.7(2), upon the failure of a political subdivision of the State of Iowa to immediately remit payment, the Board of Supervisors shall abate all of the taxes.

NOW, THEREFORE, BE IT RESOLVED by the Polk County Board of Supervisors that in compliance with Iowa Code sections 445.63 and 446.7(2), the Polk County Treasurer is directed to abate the total amount due for ad valorem and weed special assessment taxes from March 2013 through and including March 2023, as defined in 445.1(8) and strike the same from the county system for the property identified in the county system as 7923.33.429.028.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:


Mary Wells, Polk County Treasurer

APPROVED AS TO FORM:

KIMBERLY GRAHAM
Polk County Attorney


Assistant County Attorney

#27

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: City of Des Moines Abatement

Agenda Date: July 25, 2023

Contact Individual: Kyle Rice, Chief Executive Officer
Polk County Treasurer

Previous Action taken by the Board:
Board/Commission Actions:

Action Requested (Recommended): Approval to abate delinquent taxes and weed special assessments against a property owned by the City of Des Moines. The property is located at 1603 Clark Street, Des Moines, Iowa, Parcel Number 7924.33.429.028, legally described as LOT 12 WARREN PLACE in Des Moines, Iowa.

Comply with Policy: Compliance with Iowa Code Section 445.63 & 446.72(2)

Background:

In compliance with 445.63 & 446.72(2), Code of Iowa and in reference to the parcel listed, the Board of Supervisors shall direct the Treasurer to abate subsequent taxes, together with all late interest, costs and fees, on the property.

Action Impact: N/A

Additional Fiscal Note Information (optional): Abate Taxes - \$12,294.00

RESOLUTION

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

WHEREAS, the General Assembly of Iowa enacted legislation, now codified in Iowa Code 425.1, providing for the Homestead Tax Credit; and,

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

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

WHEREAS, from time to time the Assessor discovers unqualified owners have improperly been receiving the credit. The Polk County Assessor recommends the credit be disallowed for 1 such parcel for the taxable years noted on the attached sheet; and,

NOW, THEREFORE BE IT RESOLVED, that the recommendation of the Polk County Assessor regarding disallowance for the Homestead Tax Credit be accepted and adopted.

BE IT FURTHER RESOLVED, that the Polk County Assessor be directed to communicate to the claimant that was disallowed the specific statutory reason for disallowance.

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

BE IT FURTHER RESOLVED, that the Polk County Assessor be directed to communicate the disallowance information to the Iowa Department of Revenue.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

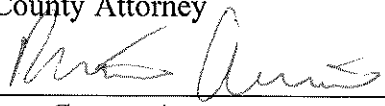


Randy Ripperger
Polk County Assessor

#28

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: July 25, 2023

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: There is a Homestead Tax Credit under Iowa Code 425.1 that provides a property tax credit on the homestead of an eligible property owner. The Credit is available for certain property owners that satisfy specific statutory criteria. To receive this Credit, property owners must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria. From time to time the Assessor discovers unqualified owners have improperly been receiving the credit. The Polk County Assessor recommends the credit be disallowed for 1 such parcel for the taxable years noted on the attached sheet.

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

Fiscal Note:

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

RESOLUTION

MOVED BY _____ SECONDED BY _____

that the following Resolution be adopted:

WHEREAS, RFP 163-2324 for Audit Services for Polk County and Wells Fargo Arena for the years ending June 30, 2023, 2024 and 2025 was issued in May, 2023 and

WHEREAS, an audit services committee consisting of representatives of the County Auditor's Office, County Treasurer's Office and Board of Supervisors has reviewed the proposals submitted to the County in response to RFP 163-2324 as outlined on the attached summary, and

WHEREAS, the audit services committee recommends that the Board of Supervisors accept the proposal from RSM US LLP for audit services for Polk County and Wells Fargo Arena for the three fiscal years ending as follows:

	Polk County	Wells Fargo Arena
June 30, 2023	\$127,200	\$39,400
June 30, 2024	132,250	40,950
June 30, 2025	137,300	42,500

NOW, THEREFORE BE IT RESOLVED that the Polk County Board of Supervisors hereby accepts the RSM US LLP proposal for audit services for Polk County and Wells Fargo Arena for the fiscal years ending June 30, 2023, 2024, and 2025 and authorizes the Board chairperson to execute the related engagement letters after review and approval by the County Auditor's Office and County Attorney's Office.

BE IT FURTHER RESOLVED that the Budget Manager in conjunction with the Central Accounting Manager is hereby authorized to engage RSM US LLP for miscellaneous tax and accounting work that is beyond the regular audit services over the course of the audit services engagement.

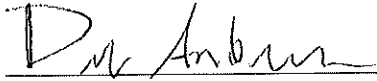
Approved this ____ day of _____, 2023.

#29

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:



Deb Anderson, Budget Manager



Keith Olson, Central Accounting Manager

Fiscal Impact: \$127,200 from budgeted professional services in County Auditor's FY 23/24 budget and \$39,400 from Iowa Events Center Enterprise Fund.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving audit services proposal from RSM US LLP for fiscal years ending June 30, 2023, 2024 and 2025.

Agenda Date: July 25, 2023

Contact Individual: Name and Title: Keith Olson, Central Accounting Manager
Department: Auditor
Phone: 286-3418
E-mail: Keith.Olson@polkcountyiowa.gov

Background: RFP 163-2324 for audit services for Polk County and Wells Fargo Arena for the fiscal years ending June 30, 2023, 2024 and 2025 was issued in May. The proposals received in response to the RFP have been reviewed by a committee consisting of representatives from the County Auditor, County Treasurer and Board of Supervisors. The committee recommends accepting the proposal from RSM US LLP for audit services for Polk County and Wells Fargo Arena.

Action Impact: Approves audit services proposals from RSM US LLP for the fiscal years ending June 30, 2023, 2024 and 2025.

Fiscal Note: Audit services will be paid from budgeted expenditures in County Auditor's FY 23/24 budget, and from Iowa Events Center Enterprise Fund.

General Fund

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N		127,200		N		
24/25	N		132,250		N		
25/26	N		137,300		N		

RESOLUTION

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

WHEREAS, the office of the Governor of the State of Iowa has launched a public-private partnership called the Home Base Iowa initiative, which is an effort to match military veterans with jobs available across Iowa; and

WHEREAS, the Home Base initiative consists of two programs, Home Base Iowa Businesses and Home Base Iowa Communities; and

WHEREAS, the Governor of Iowa is requesting Iowa businesses and communities to promote and support the Home Base Iowa initiative and one of the requirements for Polk County to be a Home Base Iowa Community is for the Board of Supervisors to adopt a resolution in support; and

WHEREAS, the Polk County Board of Supervisors finds that it is in the best interests of the County of Polk and veterans everywhere to support the Home Base Iowa initiative and adopt this resolution.

NOW, THEREFORE BE IT RESOLVED the Polk County Board of Supervisors finds it is in the best interest of the County of Polk and veterans everywhere to support the Home Base Iowa initiative, and authorizes the Chair of the Polk County Board of Supervisors to adopt this resolution on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith , Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: /s/ Patrick Sweeney
Patrick Sweeney
Polk County Veterans Affairs

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: /s/ Mark H. Taylor
Assistant County Attorney

FISCAL NOTE:

#30

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving an initiative to become a Home Base Iowa Community.

Agenda Date: July 25, 2023

Contact Individual: Pat Sweeney, Executive Director, Veteran Affairs, 515-286-3673 – pat.sweeney@polkcountyiowa.gov

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: [Yes or No]

Background: Polk County Iowa to become a Home Base Iowa Community in partnership with the State of Iowa.

Action Impact: The Home Base Iowa initiative encourages cities and counties to provide local Veterans with incentives to live and work in our community. Polk County Veteran Affairs is promoting the Home Base Iowa initiative by providing Polk County Veterans with free transportation incentives through DART.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
22/23	Y				N		
23/24	N	N/A	\$0	\$0	N		
24/25							

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Iowa Legal Aid provides free civil legal assistance and does not charge clients for legal services; and, and,

WHEREAS, Iowa Legal Aid has partnered with Polk County to serve the most vulnerable families in Polk County through a variety of services; and,

WHEREAS, Iowa Legal Aid partnered with Polk County to prevent rental evictions during the COVID 19 pandemic; and,

WHEREAS, Polk County wishes to continue supporting the mission of Iowa Legal Aid.

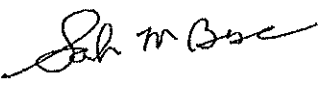
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached agreement with Iowa Legal Aid and authorizes the Chair of the Board of Supervisors to sign.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

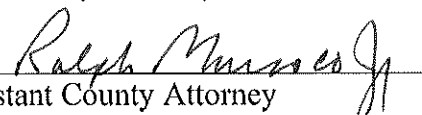
Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY23/24-FY25/26: \$275,000 per year

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving agreement with Iowa Legal Aid.

Agenda Date: July 25, 2023

Contact Individual: Sarah Boese, Deputy County Administrator

Previous Action taken by the Board: N/A

Action Requested (Recommended): Approve agreement

Comply with Policy: Yes

Background: Iowa Legal Aid provides free civil legal assistance and does not charge clients for legal services. They partnered with Polk County to prevent rental evictions during the COVID 19 pandemic.

Action Impact: Approved funding request.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N	1	\$275,000		N		
24/25			\$275,000				
25/26			\$275,000				

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, fire arms are the leading cause of death for children and teenagers with most accidents taking place in the home and the homes of family and friends; and,

WHEREAS, the Polk County Health Department has partnered with local hospitals to create an awareness campaign about safe gun storage in the home and encouraging more conversation about weapon access and storage; and,

WHEREAS, the Health Department and hospitals are funding a media campaign in August.

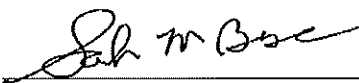
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves funding in the amount of \$10,000 to the Polk County Health Department to support the Lock It Up campaign.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY23/24 \$10,000 transferred from Board of Supervisors to Health

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving funding to the Polk County Health Department for the Lock It Up, gun violence prevention initiative.

Agenda Date: July 25, 2023

Contact Individual: Sarah Boese, Deputy County Administrator

Previous Action taken by the Board: N/A

Action Requested (Recommended): Approve funding

Comply with Policy: Yes

Background: The Polk County Health Department is leading efforts to create awareness around safe gun storage practices. Fire arms are the leading cause of death in children and teenagers, with most fire arm accidents taking place in their own homes and the homes of friends or family. The Polk County Health Department has partnered with local hospitals to promote more discussions about how weapons are stored in homes. Physicians will be engaging in conversation with parents during back to school physicals and hospitals have provided funding to assist in the launch of a targeted media campaign in August.

Action Impact: Approved funding request.

Fiscal Note: Funds transferred from Board of Supervisors to Health Department.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N	1	\$10,000		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County has supported events such as the NCAA men's basketball tournament, NCAA wrestling championships and the Junior Olympics; and,

WHEREAS, the Greater Des Moines region has been host to the Junior Olympics for many years; and,

WHEREAS, thousands of individuals and families will visit Greater Des Moines to support the Junior Olympics, generating significant economic activity; and,

WHEREAS, Catch DSM has requested funding in the amount of \$40,000 to support the expenses associated with hosting the Junior Olympics.

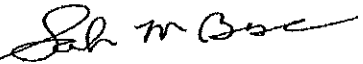
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves funding in the amount of \$40,000 to Catch DSM to support the hosting of the Junior Olympics.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

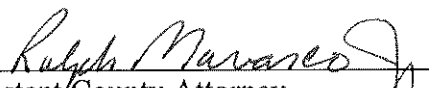
Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY23/24 \$40,000 from gaming revenue

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving funding to Catch DSM for the Junior Olympics.

Agenda Date: July 25, 2023

Contact Individual: Sarah Boese, Deputy County Administrator

Previous Action taken by the Board: N/A

Action Requested (Recommended): Approve funding

Comply with Policy: Yes

Background: Greater Des Moines is host to the Junior Olympics, a yearly event that attracts thousands of individuals and families to Central Iowa. Catch DSM has requested funding to support the expenses associated with hosting the event.

Action Impact: Approved funding request.

Fiscal Note: Funds expended from gaming revenue.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N	1	\$40,000		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, As owner of the Iowa Events Center, Polk County is responsible for all capital expenses; and,

WHEREAS, The Iowa Hall of Pride has terminated their lease agreement for space at the Iowa Events Center; and,

WHEREAS, OVG, the third party management company hired to oversee operations of the Iowa Events Center and Wells Fargo Arena has engaged Weitz to design and construct a junior ballroom in the former Iowa Hall of Pride space.

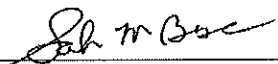
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves funding up to \$7,500,000 for the renovation of the former Iowa Hall of Pride space at the Iowa Events Center into a junior ballroom.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

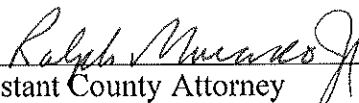
Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY23/24 \$7,500,000

#34

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approving funding for Iowa Hall of Pride renovation at the Iowa Events Center.

Agenda Date: July 25, 2023

Contact Individual: Sarah Boese, Deputy County Administrator

Previous Action taken by the Board: N/A

Action Requested (Recommended): Approve funding

Comply with Policy: Yes

Background: As owner of the Iowa Events Center, Polk County is responsible for all capital expenses. The Iowa Hall of Pride has terminated their lease agreement for space at the Iowa Events Center. OVG, the third party management company hired to oversee operations of the Iowa Events Center and Wells Fargo Arena has engaged Weitz to design and construct a junior ballroom in the former Iowa Hall of Pride space.

Action Impact: Approved funding

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N	1	\$7,500,000		N	2950950100 .78100	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Friends of YJI, fiscal agent for Youth Justice Initiative, is a 501 (c)(3) non-profit organization dedicated to supporting youth to become responsible and connected individuals within a caring community that heals injustice, offers hope, and creates peace; and

WHEREAS, Friends of YJI, fiscal agent for Youth Justice Initiative, requested a Polk County Community Development Grant to assist with enhanced programming services for youth within the West Des Moines community. Youth Justice Initiative provides "Study Table" two times a week with one-on-one academic support and other activities to assist with developmental growth; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with Friends of YJI, fiscal agent for Youth Justice Initiative, to award grant funds to purchase food, technology, equipment, and supplies; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for the purchase of food, technology, equipment, and supplies to deliver programming for Youth Justice Initiative; and,

WHEREAS, the grant award will serve the public purpose by providing youth with academic, social, and nutritional resources; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Community Development Grant in the amount of \$44,195.00 to Friends of YJI, fiscal agent for Youth Justice Initiative, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith
Chair, Polk County Board of Supervisors

35

RECOMMENDED FOR APPROVAL:

By: Lisa Moody-Tunks
Lisa Moody-Tunks
Grant Administrator, Board of Supervisors Office

APPROVED AS TO FORM:

Kimberly Graham
POLK COUNTY ATTORNEY

By: Kimberly Graham for Andree Petrovich
Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$44,195.00 FY23/24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant to Friends of YJI, a 501(c)(3) non-profit organization and fiscal agent for Youth Justice Initiative.

Agenda Date: July 25, 2023

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

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy:

Background: Friends of YJI, fiscal agent for Youth Justice Initiative has applied for grant funding to assist with enhancing programming services for youth within the West Des Moines Community. Youth Justice Initiative provides “Study Table” two times per week that provides one-on-one academic support and other activities to assist with developmental growth. Polk County funds are requested for the purchase of food, technology, equipment, and supplies. The grant award will serve the public purpose by providing youth with academic, social, and nutritional resources.

Action Impact: The adoption of this resolution will award \$44,195.00 of gaming revenue to Friends of YJI, fiscal agent for Youth Justice Initiative, and authorizes the Chair to sign the attached agreement.

Fiscal Note: Community Development Grant Awards are paid exclusively 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
23/24	Y	\$44,195.00	\$0	N	40109032.79410	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Grimes Community Foundation is a 501(c)(3) non-profit organization and fiscal agent for the City of Grimes that is dedicated to improving the quality of life for Grimes residents and businesses; and

WHEREAS, Grimes Community Foundation has applied for a Polk County Community Development Grant to assist with funding to purchase permanent soccer goals for GrimesPlex located at 1000 NE Heritage Dr., Grimes, Polk County, Iowa. GrimesPlex will be the premier destination for outdoor youth sports and will be the largest multi-sport synthetic turf complex in the Midwest; and

WHEREAS, Polk County desires to award grant funds to assist with the GrimesPlex project which will be the development of a 50-acre property that will include baseball, football, softball and soccer fields. GrimesPlex is designed to be ADA compliant with turf fields and walking path; and

WHEREAS, the grant award will serve the public purpose by providing safe and functional turf fields for youth sports and activities at the GrimesPlex. The facility will attract businesses and visitors to the Grimes community; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for the purchase of permanent soccer goals for the new facility; and

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

BE IT FURTHER RESOLVED, Polk County, Iowa approves the terms of the attached Agreement and the award of a Community Development Grant in the amount of \$50,000.00 to Grimes Community Foundation, fiscal agent for the City of Grimes, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair,
Polk County Board of Supervisors

#360

RECOMMENDED FOR APPROVAL:

By: 
Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

Kimberly Graham
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$50,000.00 FY23/24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: July 25, 2023

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

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy:

Background: Grimes Community Foundation, fiscal agent for the City of Grimes, has applied for grant funding to purchase permanent soccer goals for GrimesPlex located at 1000 NE Heritage Dr., Grimes, Polk County, Iowa. GrimesPlex will be the premier destination for outdoor youth sports and will be the largest multi-sport synthetic turf complex in the Midwest. The grant award will serve a public purpose by providing a safe and functional youth sports facility. GrimesPlex is designed to be ADA compliant and will provide an inclusive environment.

Action Impact: The adoption of this resolution will award \$50,000.00 of gaming revenue to the Grimes Community Foundation, fiscal agent for the City of Grimes, and authorizes the Chair to sign the attached Agreement.

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

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	Y	0	\$50,000.00	\$0	N	4010932.79410	n/a
24/25							
25/26							

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

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

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

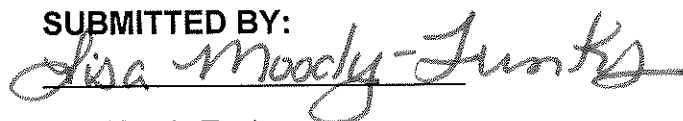
WHEREAS, the grant funds shall be sources only from available gaming revenue funds and not from tax revenues; and,

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves awarding \$46,500.00 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: \$46,500.00 from the Community Betterment fund, FY 23-24

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: July 25, 2023

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

Previous Action taken by the Board: Community Betterment Grant Award-July 11, 2023 for \$121,940.00.

Board/Commission Actions: N/A

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

Comply with Policy:

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

Action Impact: Passing of this resolution will award \$46,500.00 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

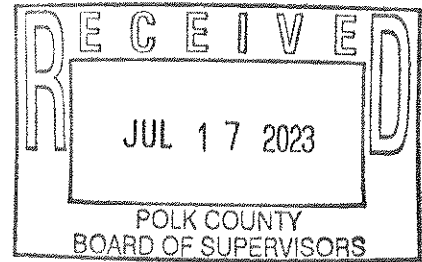
Fiscal Note: Community Betterment Grant Awards are paid exclusively with gaming revenue.

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24		\$46,500.00		N		40109033.79410

Additional Fiscal Note Information (optional):

Community Betterment Grant Awards
July 25, 2023

Aging Resources of Central Iowa	\$3,000.00
Clive Community Services	\$10,000.00
Des Moines Public Schools Foundation	\$3,000.00
Hospice of Central Iowa Foundation d/b/a EveryStep	\$1,000.00
Iowa Migrant Movement for Justice	\$7,000.00
Jewels Academy	\$2,000.00
Lincoln High School-DMPS	\$4,000.00
Southeast Polk High School (Baseball Program)	\$3,500.00
Urbandale Education Foundation d/b/a Urbandale Schools and Alumni Foundation	\$5,000.00
Woodside Middle School	\$6,000.00
Friends of YJI, fiscal agent for Youth Justice Initiative	\$2,000.00
TOTAL	\$46,500.00



CITY DEVELOPMENT BOARD
STATE OF IOWA

IN THE MATTER OF THE CITY OF ALTOONA	)	NO. UA23-16 / ALTOONA
VOLUNTARY ANNEXATION WITHIN THE	)	
URBANIZED AREA OF THE CITIES OF	)	FILING OF WRITTEN DECISION
BONDURANT, ANKENY AND DES MOINES	)	

TO: Cities of Altoona, Bondurant, Ankeny and Des Moines, Polk County Board of Supervisors, Polk County Attorney, Des Moines Area Metropolitan Planning Organization, Iowa Attorney General, Affected Public Utilities and Parties of Record

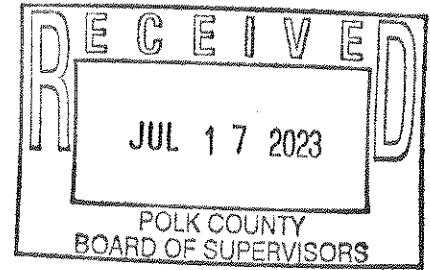
You and each of you are hereby notified that the City Development Board has approved the annexation of territory to the City of Altoona under City Development Board Case File No. UA23-16.

Please find enclosed the Findings of Fact, Conclusions of Law, Determination, and Final Order by the City Development Board approving the annexation. An appeal of the Board's decision may be filed within 30-days of the date of the enclosed Order.

If no appeal is filed within 30-days of the date of this Order, the City Development Board will file with the Iowa Secretary of State and record with the Polk County Recorder to complete this annexation.

CITY DEVELOPMENT BOARD

Matt Rasmussen, Administrator
City Development Board



CITY DEVELOPMENT BOARD
STATE OF IOWA

IN THE MATTER OF THE CITY OF GRANGER	)	NO. UA23-18 / GRANGER
VOLUNTARY ANNEXATION WITHIN THE	)	
URBANIZED AREA OF THE CITIES OF	)	FILING OF WRITTEN DECISION
JOHNSTON AND GRIMES	)	

TO: Cities of Granger, Johnston and Grimes, Dallas County Board of Supervisors, Dallas County Attorney, Polk County Board of Supervisors, Polk County Attorney, Des Moines Area Metropolitan Planning Organization, Iowa Attorney General, Iowa Department of Transportation, affected Public Utilities and Parties of Record

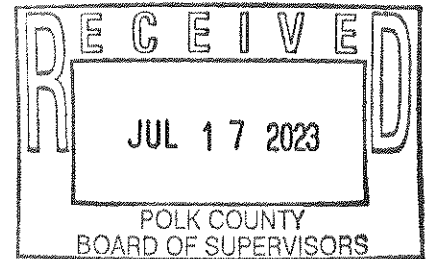
You and each of you are hereby notified that the City Development Board has approved the annexation of territory to the City of Granger under City Development Board Case File No. UA23-18.

Please find enclosed the Findings of Fact, Conclusions of Law, Determination, and Final Order by the City Development Board approving the annexation. An appeal of the Board's decision may be filed within 30-days of the date of the enclosed Order.

If no appeal is filed within 30-days of the date of this Order, the City Development Board will file with the Iowa Secretary of State and record with the Polk County Recorder and Dallas County Recorder to complete this annexation.

CITY DEVELOPMENT BOARD

Matt Rasmussen, Administrator
City Development Board



CITY DEVELOPMENT BOARD
STATE OF IOWA

IN THE MATTER OF THE CITY OF ANKENY
VOLUNTARY ANNEXATION INCLUDING
NON-CONSENTING OWNERS WITHIN THE
URBANIZED AREA OF THE CITY OF
ALTOONA

CASE NUMBER: NC23-17 / ANKENY

NOTICE OF PUBLIC HEARING

TO: Cities of Ankeny and Altoona, Polk County Board of Supervisors, Polk County Attorney, Des Moines Area Metropolitan Planning Organization, Iowa State Attorney General, Iowa Department of Transportation, affected public utilities and property owners

You and each of you are hereby notified that the City Development Board will, pursuant to Iowa Code Section 368.7, hold a public hearing on the above captioned matter. The public hearing is scheduled at 1:30 p.m. on August 9, 2023 at the Iowa Economic Development Authority, 1963 Bell Avenue, Suite 200, Helmick Conference Room, Des Moines, Iowa.

This proposal contains some territory without the consent of the owner. Such proposals require approval of 4/5's of the City Development Board after a public hearing. You are invited to attend this hearing to present evidence for or against the proposed annexation.

To participate in the public hearing via Teams Webinar, go to <https://akaaiowa.us/cdb>. You will be required to register before receiving the link to join the public hearing.

If you have any questions or wish further clarification, please contact me at (515) 348-6196.

CITY DEVELOPMENT BOARD

Matt Rasmussen, Administrator
City Development Board