

POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
JULY 16, 2024 9:30 A.M.

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

PUBLIC HEARING

DISPOSAL OF COUNTY INTEREST IN REAL ESTATE

5. Resolution approving Quit Claim Deed for property at 1120-22nd Street (Hernandez/Magdalenos).

ORDINANCE

(SECOND READING)

6. Ordinance amending the Polk County Entrance and Driveway Ordinance.

7.

PUBLIC COMMENTS

PERMITS

8. Premises update for Class “C” Retail Alcohol License, with Outdoor Service Permit, for Fleetwood Bar and Grill (Bouy’s).

RESOLUTIONS

9. Resolution approving MH/ID/DD service approvals and authorizing expenditures from the Mental Health and Disability Services Fund Region Fund (mental health/intellectual disability/developmental disability).
10. Resolution authorizing Auditor’s Office to publish Notice of Public Hearing for July 30, 2024 repealing current version of Chapter 20 Polk County Code of Ordinances – Polk County Construction Code and adopt an amended version.
- *11. Resolution approving Supplement Agreement with Snyder and Associates, Inc for the Creekview Stormwater Wetland.
- *12. Resolution approving contract with Iowa Department of Health and Human Services for funding of FaDSS case management services administered by the Polk County Family Enrichment Center (Family Development and Self-Sufficiency).
- *13. Resolution approving agreement with Kenya Rocha for clinical consultation services at the Family Enrichment Center.

- *14. Resolution approving award of RFP (no. 225-2425) for Polk County Solar Panel Project to One Source Solar LLC.
- *15. Resolution approving agreement with Polk County Early Childhood Iowa Board (PCEB) and United Way of Central Iowa (fiscal agent) for funding of Lead and Healthy Homes Program activities at the Health Department.
- *16. Resolution approving contract with Iowa Department of Health and Human Services for FY 24/25 immunization services funding.
- *17. Resolution approving agreement with Fexsteve Limited to address lead hazard repairs at 936 Wolcott Avenue (Nuehring).
- *18. Resolution approving 28E agreement with Bondurant-Farrar Community School District for law enforcement services and a School Resource Officer.
- *19. Resolution approving amendment to the 28E agreement with Dallas Center-Grimes Community School District for law enforcement services and two School Resource Officers.
- *20. Resolution approving Byrne Justice Assistance Grant for the MINE Task Force.
- *21. Resolution approving Byrne Justice Assistance Grant for residential substance abuse treatment (Bridges of Iowa).
- *22. Resolution approving Byrne Justice Assistance Grant for St. Vincent De Paul (IMMERSION Program).
- 23. Resolution approving the Prairie Meadows 2024 Community Betterment Grant for the Sheriff's Office.
- *24. Resolution approving Independent Contractor Agreement with Sarah Smith.
- 25. Resolution reclassifying part-time position in Conservation Department.
- 26. Resolution reclassifying on-call positions in the Conservation Department.
- *27. Resolution approving contract extension with Voya, Financial.
- *28. Resolution approving amendment for Voya, Financial.

- *29. Resolution approving WIOA grant agreement with Iowa Workforce Development.
- *30. Resolution replacing previous agreement with Iowa Rivers Revival with an agreement to Great Outdoors Foundation to complete river clean up initiatives.
- 31. Resolution approving Community Sponsorship awards.
- 32. Resolution approving Community Betterment Grant awards.

COMMUNICATIONS

- 33. Manure Management Plan Update for Mud Creek Feeders #67869, Collins, Iowa.
- *34. Fourth Quarter Report FY 23/24 from Polk County Veterans Affairs.
- *35. Notices of hearings regarding City of Grimes proposed voluntary annexation within an urbanized area (Baumann Creek Investments LLC & Station Crossing Farm).
- *36. City of Polk City notice of meeting concerning Polk City Area II Urban Renewal Area Plan Amendment.

BUDGET ACTIONS

- 37. Memorandum of Budget Actions.

APPOINTMENTS

- 38. 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.youtube.com/live/CrIEAhDuuuU>

2011-3034

RESOLUTION

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

WHEREAS, Polk County received a proposal from Gregorio Hernandez and Erika Magdaleno to obtain this vacant parcel located at 1120 22 Street, Des Moines, Iowa, legally described as:

S 34F N 100F LOT 4 BLK 4 COTTAGE GROVE, for \$3,200.00; and

WHEREAS, Polk County, Iowa desires to accept said offer and convey said property to Gregorio Hernandez and Erika Magdaleno; and

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

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

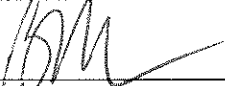
BE IT FURTHER RESOLVED Polk County, Iowa approves the attached Quit Claim Deed and authorizes the Chair of the Polk County Board of Supervisors to sign said Quit Claim Deed on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: \$3,200.00 to Real Estate Fund

#5

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 135-24 approving a Quit Claim Deed to Gregorio Hernandez and Erika Magdaleno, File #2011-3034 (Dist. 30 Parcel 00911-000-000) vacant parcel located at 1120 22 Street, Des Moines, Iowa.

Agenda Date: July 16, 2024

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

Previous Action taken by the Board: On July 2, 2024 the Board approved a resolution for a public hearing to convey this parcel to Gregorio Hernandez and Erika Magdaleno.

Board/Commission Actions: NA

Action Requested (Recommended): Approve Quit Claim Deed

Comply with Policy: Yes, Proposal

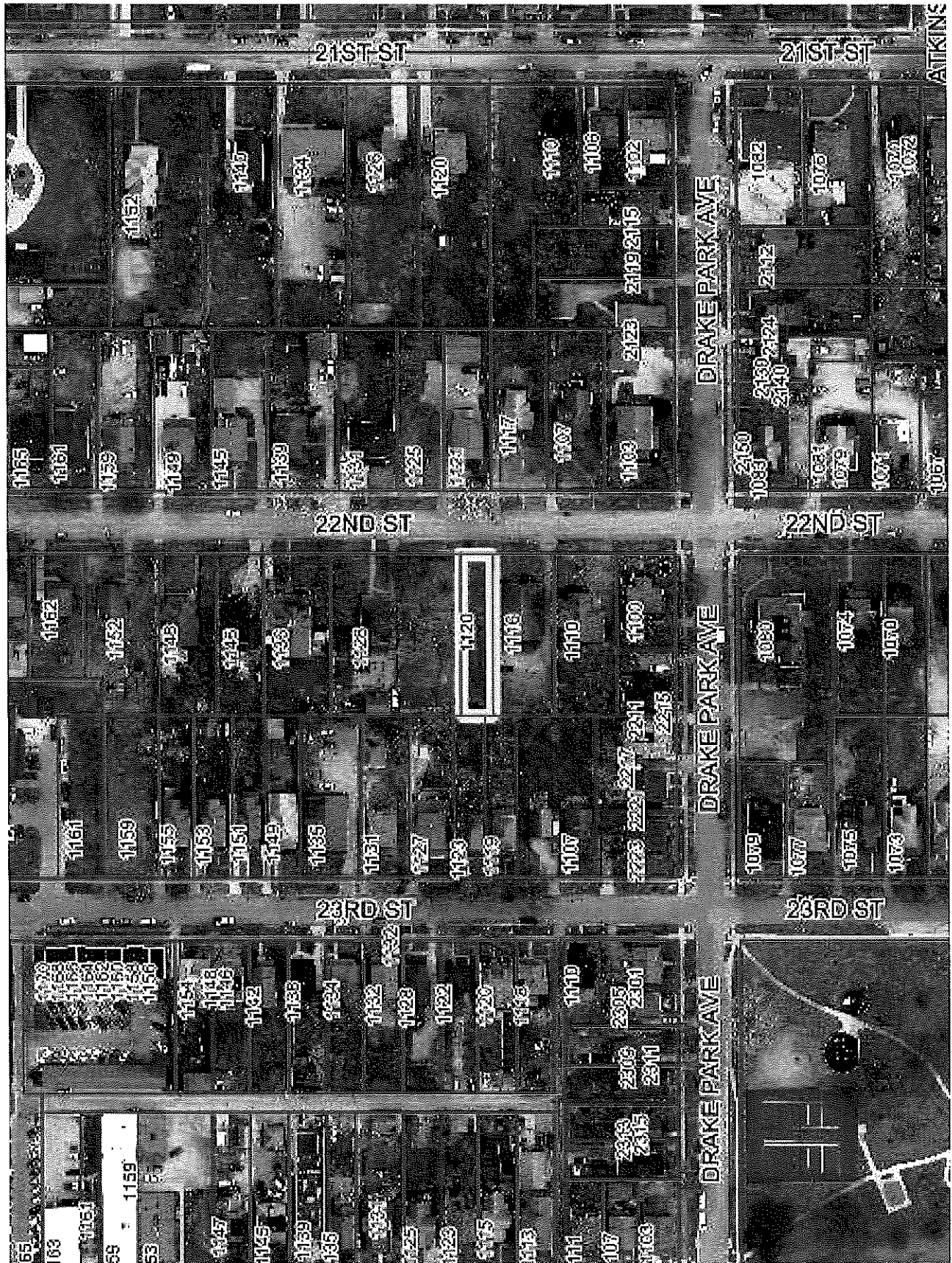
Background: Polk County received a proposal from Gregorio Hernandez and Erika Magdaleno for a total of \$3,200.00 to purchase this parcel. Polk County received this parcel by Tax Deed in February of 2024. Property size is 34' x 169.

Action Impact: Approval of the resolution will authorize the Real Estate Office to issue the Quit Claim Deed to Gregorio Hernandez and Erika Magdaleno.

Fiscal Note: \$3,200.00 to Real Estate Fund

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	N	\$3,200.00	N		10266300.58630
24/25						

Additional Fiscal Note Information (optional):



ORDINANCE NO. ____
CHAPTER 46- POLK COUNTY ENTRANCE AND DRIVEWAY ORDINANCE

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

WHEREAS, Polk County, Iowa previously enacted Ordinance number 328, Chapter 46- Polk County Entrance and Driveway Ordinance on January 2, 2018; and

WHEREAS, the Polk County Engineer and the Director of the Polk County Public Works Department recommend amending Chapter 46- Polk County Entrance and Driveway Ordinance; and

WHEREAS, a copy showing the proposed amendments to Chapter 46- Polk County Entrance and Driveway Ordinance is on file in the Office of the Polk County Auditor; and

WHEREAS, a clean version of the proposed Amended Chapter 46- Polk County Entrance and Driveway Ordinance is also on file in the Office of the Polk County Auditor; and

WHEREAS, on June 18, 2024, the Polk County Board of Supervisors passed a resolution setting a Public Hearing on the Amendment of Chapter 46- Polk County Entrance and Driveway Ordinance for July 2, 2024, in room 120 of the Polk County Administration Building, Des Moines, Iowa; and

WHEREAS, the proposed Amendment of Chapter 46- Polk County Entrance and Driveway Ordinance was heard by the Polk County Board of Supervisors on July 2, 2024, in room 120 of the Polk County Administration Building, Des Moines, Iowa as required by law;

NOW THEREFORE, BE IT ORDAINED that Chapter 46- Polk County Entrance and Driveway Ordinance is amended and the amended version of Chapter 46- Polk County Entrance and Driveway Ordinance is adopted and effective after official publication and in accordance with the document hereto attached. Chapter 46- Polk County Entrance and Driveway Ordinance is amended as follows:

Section 46.4 is amended to read: This Ordinance is hereby adopted and shall become effective on August 13, 2024.

Section 46.12 is amended to read: Any of the following acts shall be a violation of this Code, punishable as a county infraction in the same manner as a violation of the Polk County Zoning Ordinance, and shall be subject to the enforcement remedies and penalties provided by Chapter 2 Issuance of Citations and Imposition of Civil Penalties for Violation of County Ordinances and Regulations of the Polk County Code of Ordinances and state law.

Section 46.14.3 is amended to read:

Penalties

Any violation of this Code shall be a misdemeanor or county infraction as provided by the Chapter 2 Issuance of Citations and Imposition of Civil Penalties for Violation of County Ordinances and Regulations of the Polk County Code of Ordinances and state law. The owner of any land or part thereof; and any contractor, agent or any other person who participates or acts in concert, assists, directs, creates, or maintains any condition that is in violation of the requirements of this Code may be held responsible for the violation and subject to the remedies herein provided.

Section 46.20 is deleted in its entirety.

Section 46.20 is reserved.

Section 46.21.2 is amended to read:

Curb Removal

All curbs removed shall be ground off or sawed. The concrete curb shall be ground or sawed in accordance with the latest published versions of the Statewide Urban Design and Specifications Manual.

Section 46.21.4 is amended to read:

Concrete Pavement Required for Curb Cuts

Where an entrance permit has been granted, the driveway shall be paved from the street to the property line according to the latest standard, with a depth not less than that specified on the current Polk County standard approved by the Public Works Director.

Section 46.22.4 is amended to read:

Culvert Grades

All culverts erected or replaced shall conform to the established ditch grade and be placed according to the stipulations noted on the approved permit.

Section 46.23.8 is amended to read:

Relocation

The Polk County Engineer reserves the right to relocate a proposed or existing entrance to meet minimum required sight distance for safety purposes.

Appendix A is Deleted.

Appendix B is Deleted.

POLK COUNTY, IOWA

Chairperson

RESOLUTION

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

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

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

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

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

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

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

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Log# 447

DocuSigned by:

By: _____

Annie Uetz

99AF834524C1429...

Annie Uetz, Director/CEO

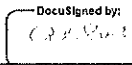
Polk County Behavioral and Disability Services Department –

#9

Polk County MHDS Region Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: \$115,375.35 from the Polk County MHDS Region Fund

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: 07/16/2024

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

Previous Action taken by the Board: None

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

Comply with Policy: Yes

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

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

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors previously adopted the Polk County Construction Code, Ordinance 308 (Polk County Code of Ordinances Chapter 20) on February 10, 2015 (the Code); and

WHEREAS, the Polk County Public Works Department has recommended the Board of Supervisors amend the Code by adopting newer editions of the International Codes, adopting State of Iowa required codes and aligning the Code with code adoptions made by other municipalities throughout the Des Moines Metropolitan Area; and

WHEREAS, in order to effect the changes to the Code, the Polk County Public Works Department recommends repealing the Code as written and replacing it with an amended version; and

WHEREAS, pursuant to Iowa Code section 331.302, the Polk County Board of Supervisors must hold a public hearing prior to amending an ordinance.

NOW, THEREFORE BE IT RESOLVED that a public hearing on the proposed amendment to the Polk County Construction Code is set for 9:30 a.m., on July 30, 2024, at the regularly scheduled meeting of the Polk County Board of Supervisors, Room 120, Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa; and

BE IT FURTHER RESOLVED that the Polk County Auditor is directed to publish the attached Notice of Public Hearing.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Bret Vandelune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Assistant County Attorney

#10

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 136-24 to authorize the Auditor's Office to publish notice for a public hearing to repeal the current version of Chapter 20 of the Polk County Code of Ordinances- Polk County Construction Code, and adopt an amended version of Chapter 20 of the Polk County Code of Ordinances- Polk County Construction Code.

Agenda Date: July 16, 2024

Contact Individual: Brian McDonough, Planning and Development Manager, Polk County Public Works Department, 286-2290. Jeff Harden, Building and Code Enforcement Supervisor, Polk County Public Works Department, 286-2283.

Previous Action taken by the Board: Adopted the Polk County Construction Code, Ordinance 308 (Polk County Code of Ordinances Chapter 20) on February 10, 2015.

Board/Commission Actions: None

Action Requested (Recommended): Approve resolution setting public hearing for July 30, 2024.

Comply with Policy: Yes

Background: The current Polk County Construction Code is based on the adoption of the 2015 editions of the International Fire, Building, Residential, Existing Building, Fuel Gas, Swimming Pool and Spa codes. The Polk County Public Works Department is recommending repealing the current version of the Polk County Construction Code and replacing it with an amended version which includes the adoption of the 2021 International Fire, Building, Residential, Existing Building, Fuel Gas Codes, Swimming Pool and Spa Code and the State of Iowa Plumbing, Mechanical and Electrical Codes. Adoption of the new ordinance will bring the County in line with the majority of communities within the Des Moines Metropolitan Area. The majority of past amendments are proposed to remain along with a few new amendments that recognize the unique circumstances and conditions found in rural development within the County. Other minor changes clarifying current activities, appeal process, formatting and numbering are also included.

Action Impact: Approval of this resolution sets the public hearing on July 30, 2024 for the repeal and replacement of the current Polk County Construction Code.

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
24/25	N/A	N/A	N/A	N/A		

Additional Fiscal Note Information (optional):

Res. No. 137-24
July 16, 2024

RESOLUTION

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

WHEREAS, Polk County, Iowa, is constructing the Creekview Stormwater Wetland to improve water quality and reduce flooding in the Fourmile Creek Watershed; and

WHEREAS, Polk County has approved a professional services agreement with Snyder & Associates to provide engineering assistance on the project; and

WHEREAS, prolonged construction due to inclement weather and additional engineering needs have resulted in engineering needs beyond original scope of agreement; and

WHEREAS, Snyder & Associates has provided a supplemental agreement for additional services; and

WHEREAS, funding will be reimbursed through grants received by the Iowa Department of Agriculture and Land Stewardship and Iowa Finance Authority.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Supplemental Agreement between Polk County, Iowa and Snyder & Associates Inc., authorizes the Chair of the Polk County Board of Supervisors to execute the Agreement on behalf of Polk County, Iowa, and authorizes the Public Works Department to administer the Agreement.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

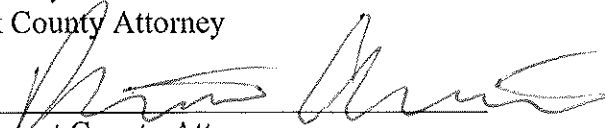
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

11

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 137-24 to approve Supplemental Agreement between Polk County and Snyder & Associates, Inc. for the Creekview Stormwater Wetland.

Agenda Date: July 16, 2024

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

Previous Action taken by the Board: Res. 192-22 dated September 27, 2022 approving Professional Services Agreement with Snyder & Associates, Inc.

Board/Commission Actions: N/A

Action Requested (Recommended): Approve the terms of the agreement, authorize the Chair to execute the agreement on behalf of Polk County, direct the Public Works Department to return a copy of the signed agreement to cooperating partners.

Comply with Policy: Yes

Background: Snyder & Associates has provided design services for the wetland project in the Fourmile Creek Watershed. A supplemental agreement has been provided for additional engineering services required for project.

Action Impact: Action approves the Chair to sign the agreement and Public Works to oversee the professional design services.

Fiscal Note: This project funding will be tracked and managed through the Public Works Air and Water Quality Fund.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	Y	\$27,500	\$27,500	N	10266004.77440.WQ 106	10266004.58190

Additional Fiscal Note Information (optional): Funding shall be reimbursed through grants from the Iowa Department of Agriculture & Land Stewardship and Iowa Finance Authority.

RESOLUTION

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

WHEREAS, the Polk County, Iowa Department of Community, Family and Youth Services, through its Family Enrichment Center (FEC) program, provides comprehensive case management and family support to up to 210 families; and

WHEREAS, Polk County Iowa receives funding from Federal and State funds that are distributed by the State of Iowa, Department of Health and Human Services; and

WHEREAS, the Department of Health and Human Services has awarded \$1,050,478 in Family Development and Self-Sufficiency (FaDSS)/Temporary Assistance for Needy Families (TANF) funding to the FEC for fiscal year 2024-25; and

WHEREAS, the Iowa Department of Health and Human Services and Polk County, Iowa desire to enter into Agreement #FWBP-EIS-25-056 to provide services to families who are determined to be at risk of long-term welfare dependency; and

WHEREAS, this Agreement shall commence on July 18, 2024 and shall expire on June 30, 2025.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Contract #FWBP-EIS-25-056 with the Iowa Department of Health and Human Services for the Family Development and Self-Sufficiency Program, and authorizes the Chair of the Polk County Board of Supervisors to sign said Contract on behalf of Polk County, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Community, Family and Youth Services Department, or designee, be authorized to initiate the electronic signing process and to execute any and all documents in furtherance of this Contract or distribution. Upon entry of an electronic signature the Board Chair shall receive an electronic signature notice.

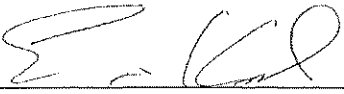
Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

#12

RECOMMENDED FOR APPROVAL:

By: 
Eric Kool, Director
Community, Family and Youth Services

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney
By: 
Assistant County Attorney

FISCAL NOTE: Revenue - \$1,050,478; expense - \$2,893,201

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Contract with the Iowa Department of Health and Human Services for funding of Family Development and Self-Sufficiency case management services administered by the Polk County Family Enrichment Center (FEC).

Agenda Date: July 16, 2024

Contact Individual: Doug Stodgel, Program Administrator
515-286-3407

Previous Action taken by the Board: A similar agreement was approved by the Board on July 11, 2023.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County has been awarded Family Development and Self-Sufficiency grant funding (FWBP-EIS-25-056) in the amount of \$1,050,478 to provide comprehensive case management services for up to 210 families who are determined to be at risk of long-term welfare dependency. The program is designed to improve families' capacity for self-sufficiency and family stability.

Action Impact: Approval of this Contract will allow the Polk County Community, Family and Youth Services Department, through the Family Enrichment Center Program to continue providing case management services to low-income families striving for self-sufficiency. These services have been offered for more than 32 years to residents of Polk County through the Family Enrichment Center.

Fiscal Note: The anticipated expense amount of \$2,893,201.00 includes Family Enrichment Center operations and direct assistance funds for clients

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24-25	N	None	\$2,893,201	\$1,050,478	N	10233115.71000	10233115.52480

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County Iowa, through its Department of Community, Family and Youth Services, operates the Polk County Family Enrichment Center as a Health and Human Services grantee for the Family Development and Self-Sufficiency Program; and

WHEREAS, due to the significant challenges of many families active with the Family Enrichment Center there is need for clinical consultation services that support staff well-being and provide guidance to address client mental health needs; and

WHEREAS, Kenya Rocha, MS, LMHC, NCC is a licensed Mental Health Counselor who is qualified to provide these clinical consultation services; and

WHEREAS, the Agreement between Polk County, Iowa and Kenya Rocha shall be effective July 1, 2024 through June 30, 2027; and

WHEREAS, grant funds from the Iowa Department of Health and Human Services in the amount of \$9,000.00 per fiscal year are available to pay for the cost of this Agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with Kenya Rocha for clinical consultation services at the Polk County Family Enrichment Center and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: _____
Eric Kool, Director
Community, Family and Youth Services Dept.

13

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement with Kenya Rocha for Clinical Consultation Services at the Polk County Family Enrichment Center.

Agenda Date: July 16, 2024

Contact Individual: Doug Stodgel, Program Administrator
Community, Family and Youth Services
515-286-3407

Previous Action taken by the Board: A similar agreement in support of Polk County Crisis and Advocacy was approved by the Board on January 3, 2023.

Board/Commission Actions:

Comply with Policy: Yes

Background: The Polk County Family Enrichment Center (FEC) has identified the need to provide clinical consultation and professional support services to its staff. Iowa Health and Human Services, which oversees the Family Development and Self-Sufficiency grant, has also recommended the addition of this service.

Kenya Rocha, a licensed mental health counselor, will provide up to four (4) hours of services each month to FEC staff to help identify barriers to client success and provide guidance to staff in overcoming those barriers. No exchange of identifying personal client information will take place. Services will also support staff well-being and resilience in supporting their clients.

The term of this Agreement is July 1, 2024 through June 30, 2027. The cost of this Agreement shall not exceed \$750.00 per month or \$9,000.00 per fiscal year. The maximum amount to be paid by Polk County for the term of this Agreement shall not exceed \$27,000.00.

Action Impact: Approval of this Agreement will assist staff at the Polk County Family Enrichment Center better meet the mental health needs of their clients.

Fiscal Note: This service is new, and will be paid with funds allocated from Health and Human Services that are carried over year to year.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$9000.00	\$9000.00	Y	10233115.77170	10233115.52480
25/26	N	0	\$9000.00	\$9000.00	N	10233115.77170	10233115.52480
26/27	N	0	\$9000.00	\$9000.00	N	10233115.77170	10233115.52480

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, In an effort to incorporate Solar Energy into Polk County buildings, Polk County sought out contractors for Phase One (1) of the Solar Panel Installation Project at three County Locations, Administration, River Place and the North Side Community Center; and

WHEREAS, on May 30, 2024, the Polk County Procurement and Purchasing Division received three (3) proposals for RFP No. 225-2425 "Polk County Solar Panel Project"; and

WHEREAS, The Climate Action Committee reviewed and scored the proposals, selecting One Source Solar LLC as the low overall proposal; and

WHEREAS, it is the recommendation of General Services to award the Solar Panel Project to One Source Solar LLC, in the amount of \$2,328,306.00 (Two Million Three Hundred Twenty-eight Thousand Three Hundred Six & 00/100.); and

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

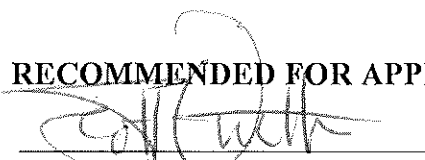
Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

24/25-001

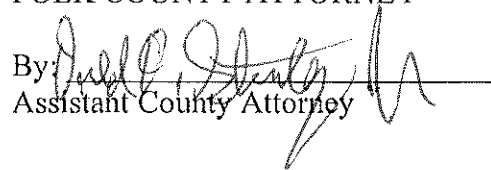
RECOMMENDED FOR APPROVAL:



Scott Ourth, Director
Department of General Services

APPROVED AS TO FORM:

Kimberly Graham
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the award of RFP No. 225-2425 “Polk County Solar Panel Project,” to One Source Solar LLC.

Agenda Date: July 16, 2024

Contact Individual: Scott Ourth, Director General Services ext. 3129

Previous Action taken by the Board: “None”

Board/Commission Actions: “N/A”

Comply with Policy: Yes

Background: Polk County sought out contractors for Phase One (1) of the Solar Panel Installation Project at three County Locations, Administration, River Place and the North Side Community Center. Additional phases adding solar panels to County buildings to follow.

Action Impact: Solar Panel Installation on County buildings.

Fiscal Note: Anticipated expense to the County \$2,328,306.00 for the duration of the project.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y		\$2,328,306.00		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, increasing the number of lead safe homes is a priority goal for Polk County; and

WHEREAS, the Polk County Early Childhood Iowa Board (PCEB) vision is that every child, beginning at birth, will be healthy and successful. PCEB also supports programming that will achieve long-term positive results for children, families and neighborhoods; and

WHEREAS, United Way of Central Iowa (UWCI) serves as fiscal agent for the PCEB; and

WHEREAS, the amount of funding awarded is \$23,400 for the contract period of July 1, 2024 through June 30, 2025; and

WHEREAS, this funding will be used to partially offset the case management costs incurred by the Polk County Health Department's Lead and Healthy Homes Program by providing ongoing services for children with elevated blood lead levels in Polk County, Iowa; and

WHEREAS, Polk County, Iowa, UWCI, and PCEB desire to enter into a Contract to set forth the terms under which Polk County, Iowa, by and through the Polk County Health Department, shall receive funding for Lead Poisoning Prevention and Healthy Homes.

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa approves the terms of this attached agreement with the Polk County Early Childhood Iowa Board and United Way of Central Iowa and authorizes the Chair of the Polk County Board of Supervisors to sign said Contract on behalf of Polk County, Iowa.

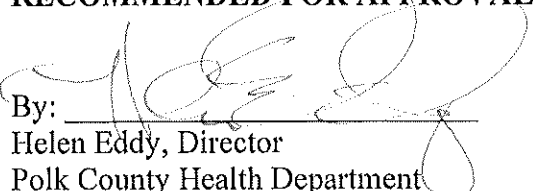
NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Health Department, or her designee, be authorized to execute any and all documents in furtherance of this Contract.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Helen Eddy, Director
Polk County Health Department

15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement with Polk County Early Childhood Iowa Board (PCEB) and United Way of Central Iowa (UWCI) (fiscal agent) for funding of Lead and Healthy Homes Program activities at the Polk County Health Department.

Agenda Date: July 16, 2024

Contact Individual: Mandy Penning, Deputy Health Director

Previous Action taken by the Board: The Board of Supervisors approved a similar contract for FY23/24.

Board/Commission Actions: N/A

Comply with Policy: Making homes lead safe is a priority for Polk County, Iowa. Case management of lead poisoned children is an important piece in the home lead hazard remediation process.

Background: The Polk County Health Department has been operating a Childhood Lead Poisoning Prevention Program since 1998. The program conducts lead screenings, education, case management and healthy homes assessments.

Action Impact: The \$23,400 (level funding) will partially fund staff who will follow-up with all children with blood levels above a certain threshold; document all case management activities; provide education and/or outreach visits; care coordination and referrals for nutritional evaluations and educational assessments; and assessment of other health and safety hazards in the home

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$23,400	\$23,400	N	10223017.77440.03	10223015.52290
25/26							

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, providing enhanced immunization services for children, adolescents, and under-immunized populations assures high immunization coverage levels and lower incidences of vaccine-preventable disease in Polk County, Iowa; and

WHEREAS, Polk County, Iowa, by and through the Polk County Health Department, applied for and has been awarded a grant from the Iowa Department of Health and Human Services (HHS) in the amount of \$46,107 for the period July 1, 2024 through June 30, 2025 to assist with the activities and costs associated with achieving this goal; and

WHEREAS, Polk County, Iowa desires to enter into a Contract #PUHEIMT2577 with Iowa HHS to receive the grant funds for immunization services.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves Contract #PUHEIMT2577 with Iowa HHS for the provision of immunization services to the residents of Polk County and authorizes the Chair of the Polk County Board of Supervisors 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 _____, 2024.

POLK COUNTY, IOWA

Angela Connolly
Chair, Polk County Board of Supervisors

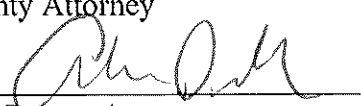
RECOMMENDED FOR APPROVAL:



Helen Eddy, Public Health Director
Polk County Health Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: FY24/25 \$46,107 revenue and \$46,107 expense

16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Contract #PUHEIMT2577 with the Iowa Department of Health and Human Services for FY 24/25 Immunization Services funding.

Agenda Date: July 16, 2024

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

Previous Action taken by the Board: The Board of Supervisors approved a similar contract in FY22/23 and FY23/24.

Board/Commission Actions: None

Comply with Policy: Yes. Controlling the spread of communicable disease in Polk County is an essential public health function and mandated by Iowa law.

Background: Annually, the Polk County Board of Supervisors/Board of Health has entered into a Contract with the Iowa Department of Health and Human Services for funding of the Polk County Health Department's Immunization Program. This year, Polk County has been granted \$46,107 for the period July 1, 2024 through June 30, 2025.

Action Impact: These funds will partially offset the salary/benefits for a registered nurse to administer the Childhood Immunization Program at the Polk County Health Department which targets underinsured and uninsured youths ages 0-18.

Fiscal Note:

Fiscal Year	Budget -ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	Y	46,107	46,107	Y	10223011.74190	10223011.52480

Additional Fiscal Note Information: Federal \$36,080 and Federal \$10,027 PAN.

RESOLUTION

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

WHEREAS, Polk County, Iowa is committed to the reduction of elevated blood lead levels in children and lead paint hazards found in homes located in Polk County; and

WHEREAS, Polk County, Iowa operates a Lead Remediation Program with funding received from the U.S. Department of Housing and Urban Development (“HUD”) to assist in providing lead-safe homes for children in Polk County; and

WHEREAS, through Polk County’s Lead Remediation Program, qualified homeowners in Polk County are eligible for lead remediation grants to assist with costs of remediating lead hazards in their homes; and

WHEREAS, lead paint hazards and the necessary corrective actions have been identified at 936 Wolcott Avenue, Des Moines, Iowa 50315; and

WHEREAS, bids were received by 2:00 PM on 6/25/2024; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FexSteve Limited Company	\$45,685.00
Richmond Construction	\$46,800.00

WHEREAS, the bids were reviewed and approved by Polk County, Iowa through its Polk County Health Department; and

WHEREAS, the lowest responsive bid was submitted by FexSteve Limited Company; and

WHEREAS, the Polk County Health Department has reviewed the FexSteve Limited Company bid proposal and recommends acceptance for **\$45,685.00**; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the bid for **\$45,685.00** from FexSteve Limited Company, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

17

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kim Graham
Assistant County Attorney

FISCAL NOTE: FY 24/25 revenue	\$45,685.00
FY 24/25 expenses	\$45,685.00

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 936 Wolcott Avenue, Des Moines, Iowa 50315.

Agenda Date: July 16, 2024

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

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

Board/Commission Actions: N/A

Comply with Policy: Yes.

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

James and Jenna Nuehring own a property at **936 Wolcott Avenue, Des Moines, Iowa 50315**. They have one child under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the exterior and interior of the home. Bids were publicly opened on **June 25, 2024**. The following bids were received:

FexSteve Limited Company	\$45,685.00
Richmond Construction	\$46,800.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **FexSteve Limited Company** in the amount of \$45,685.00. **FexSteve Limited Company** is a Certified Lead Abatement Contractor in the State of Iowa.

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

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$41,250	\$41,250	N	10223018.77440.0 1	10223018.52440
24/25	N	0	\$4,435	\$4,435	N	10223018.77440.0 5	10223018.52440

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office has a successful program providing law enforcement services to schools in Polk County and the Bondurant-Farrar Community School District seeks to continue to have a School Resource Officer; and

WHEREAS, the Polk County Sheriff has agreed to the Bondurant-Farrar Community School District request to continue this program and the Board of Supervisors desires to extend the program for two (2) years from July 1, 2024 through June 30, 2026 (FY 24/25 through FY 25/26); and

WHEREAS, the attached Law Enforcement Services Agreement has been developed to establish the terms, conditions, and costs for the Polk County Sheriff to provide these services.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached 28E Agreement with the Bondurant-Farrar Community School District for law enforcement services and a School Resource Officer and authorizes the Chair of the Polk County Board of Supervisors to sign said 28E Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

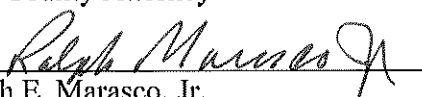
By:



Frank Marasco, Chief Financial Officer, PCSO
1:38 pm, Jul 09, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: \$216,716 (2-Year Revenue) and \$329,235 (2-Year Expense)

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving 28E Agreement with the Bondurant–Farrar Community School District for law enforcement services and a School Resource Officer.

Agenda Date: 07/16/2024

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

Previous Action taken by the Board: The Board approved the previous 28E Agreement with the Bondurant–Farrar Community School District for law enforcement services and a School Resource Officer on 08/10/2021.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Sheriff's Office has a successful program providing law enforcement services to schools in Polk County and the Bondurant–Farrar Community School District seeks to continue to have a School Resource Officer. This Agreement provides for a continuation of this program and partnership with the Bondurant–Farrar Community School District from July 1, 2024 through June 30, 2026.

Action Impact: The Polk County Sheriff's Office will provide a Deputy as a School Resource Officer service to the Bondurant–Farrar Community School District per the attached Agreement.

Fiscal Note: \$216,716 (2-Year Revenue) and \$329,235 (2-Year Expense). Bondurant – Farrar Community School District would pay 87% of the 9-month school year expense in FY 24/25 and their share percentage would increase 1.5% annually just as our other SRO agreements do. Multiple account codes in personal services will be affected by the assigned position in the Patrol Division 10041001 and will be journal entried to 10041030 and 20041030 Law Enforcement Contracts for Salary and Benefits based on the hours worked each given month.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	Y	\$161,017	\$105,063	Y	10041030	10041030
25/26	N	\$168,218	\$111,653	Y	10041030 20041030	10041030

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 has a successful program providing law enforcement services to the Dallas Center – Grimes Community School District per the Law Enforcement Services 28E Agreement dated 05/30/2023; and;

WHEREAS, the Polk County Sheriff has agreed to the Dallas Center – Grimes Community School District request to increase the current number of one (1) School Resource Officer to two (2) School Resource Officers and the Board of Supervisors desires to amend the program for two (2) years, from July 1, 2024 through June 30, 2026 (FY 24/25 through FY 25/26); and

WHEREAS, to provide these services, one (1) new Deputy Sheriff FTE will be created effective July 1, 2024, funding for training and outfitting the Deputy Sheriff including Axon Taser and Body Camera, and one (1) patrol vehicle will be purchased and outfitted for service with new equipment and funding for Axon fleet cameras; and

WHEREAS, the attached Amendment to the Law Enforcement Services 28E Agreement has been developed to establish the terms, conditions, and costs for the Polk County Sheriff to provide these services.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Amendment to the Law Enforcement Services 28E Agreement with the Dallas Center – Grimes Community School District for law enforcement services and two (2) School Resource Officers and authorizes the Chair of the Polk County Board of Supervisors to sign said Amendment to the Law Enforcement Services 28E Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

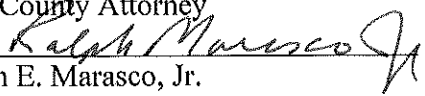
By:


Frank Marasco, Chief Financial Officer, PCSO
12:47 pm, Jul 09, 2024

APPROVED AS TO FORM:

Kimberly Graham

Polk County Attorney

By: 
Ralph E. Marasco, Jr.

Assistant County Attorney

FISCAL NOTE: \$198,269 (2-Year Revenue) and \$767,465 (2-Year Expense)

19

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the Amendment to the Law Enforcement Services 28E Agreement with the Dallas Center – Grimes Community School District for law enforcement services and two (2) School Resource Officers.

Agenda Date: 07/16/2024

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

Previous Action taken by the Board: The Board approved the Law Enforcement Services 28E Agreement with the Dallas Center – Grimes Community School District for law enforcement services and one (1) School Resource Officer on 05/30/2023.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Sheriff's Office has a successful program providing law enforcement services to the Dallas Center – Grimes Community School District, which currently has one (1) School Resource Officer primarily assigned to the High School. The existing 28E Agreement is effective through 06/30/2026.

The Dallas Center – Grimes Community School District seeks to increase the number of School Resource Officers from one (1) to two (2), with the additional School Resource Officer primarily assigned to the Oak View School (7th and 8th Grades). The Amendment to the Law Enforcement Services 28E Agreement provides for the increase of one Deputy Sheriff FTE to be assigned as a School Resource Officer. The term of the 28E Agreement remains the same, with an ending date of June 30, 2026.

Action Impact: The Polk County Sheriff's Office will provide two (2) Deputies as School Resource Officers for service to the Dallas Center – Grimes Community School District per the attached Amendment to the Law Enforcement Services 28E Agreement. For the Sheriff's Office to provide this expanded service, one (1) new Deputy FTE will be created July 1, 2024, one (1) patrol vehicle will be purchased and upfitted, ILEA academy training, and funding for body-worn and fleet cameras. The Deputy to be assigned as the School Resource Officer will be an existing staff member. The new FTE will be hired and backfill our Courthouse Security Operations; their personnel, training and outfitting expenses will be in fund 2. Their new additional AXON TASER 10 and body-worn camera will be paid from Fund 3. The new AXON fleet cameras will be paid from Fund 3. The personnel costs for the School Resource Officer positions will be in Fund 1. Fund 55 will be the source of the vehicle, equipment and upfitting costs.

Fiscal Note: \$198,269 (2-Year Revenue) and \$797,465 (2-Year Expense). Dallas Center – Grimes Community School District would pay 40% of the 9-month school year expense in FY 24/25 and their share percentage would increase 1.5% annually just as our other SRO agreements do. Multiple account codes in personal services will be affected by the assigned positions in the Patrol Division 10041001 and will be journal entried to 10041030 and 20041030 Law Enforcement Contracts for Salary and Benefits based on the hours worked each given month. FY 24/25 expenses for adding a new Deputy include hiring/training/outfitting in 20041420 in the training and law enforcement supplies codes, as well as Capital Expenditure Vehicle costs in fund 550270220 for vehicle purchases and upfitting, and Safety in the workplace body camera, Fleet Camera, and taser costs in Fund 30049210.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment ? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	N	\$316,754 \$86,160 \$10,478 \$9,702 <u>\$12,669</u> \$435,762	\$95,026	Y	10041030 20041030 550270220.78320 30049210.72520 20041420.77170 20041420.72540	10041030
25/26	N	\$331,703	\$103,243	Y	10041030 20041030	10041030

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 is a member of the Mid Iowa Narcotics Enforcement Task Force (MINE TF); and

WHEREAS, the Polk County Sheriff's Office is the fiscal agent of the Mid Iowa Narcotics Enforcement Task Force (MINE TF); and

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office (MINE TF) annually applies to the Iowa Office of Drug Control Policy (ODCP) for an Edward Justice Assistance Grant (JAG) continuation grant funding; and

WHEREAS, the Iowa ODCP has awarded the MINE TF a Byrne Justice Assistance Grant for PATC Project activity (Grant #21-JAG-548303) in the amount of \$299,000 from July 1, 2024 through June 30, 2025; and

WHEREAS, Polk County administers grant funds to participating agencies.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Byrne Justice Assistance Grant #21-JAG-548303 and authorizes the Chair of the Polk County Board of Supervisors to sign said grant award on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

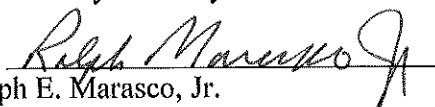
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
1:44 pm, Jul 09, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

Fiscal Impact: \$299,000 Revenue. \$99,848 Expense.

#20

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Governor's Office of Drug Control Policy Byrne Justice Assistance Grant (#21-JAG-498069).

Agenda Date: 07/16/2024

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

Previous Action taken by the Board: The Board approved the previous Byrne Justice Assistance Grant (#21-JAG-498069) on 07/11/2023.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Sheriff's Office is the fiscal agent of the Mid Iowa Narcotics Enforcement Task Force (MINE TF). The Governor's Office of Drug Control Policy awarded the MINE TF a Byrne Justice Assistance Grant (#21-JAG-548303) from July 1, 2024 through June 30, 2025 for funding of the MINE TF.

Action Impact: Polk County would authorize receipt of the Grant award of \$299,000.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	Y	\$99,848	\$299,000	Y	10041012.79580	10041012.52460

Additional Fiscal Note Information (optional): Polk County Sheriff's Office is the Fiscal Agent for the MINE Task Force. Anticipated expense of \$99,848 is the pass-through funds to other participating Agencies. The balance of \$199,152 is used to offset salary expense to Polk County of personnel assigned full time to the MINE TF.

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, annually applies to the Iowa Office of Drug Control Policy (ODCP) for an Edward Byrne Justice Assistance Grant (JAG) for a Residential Substance Abuse Treatment Program; and

WHEREAS, the Iowa ODCP has awarded Polk County the Edward Byrne Justice Assistance Grant for Residential Substance Abuse Treatment (Grant #23-RSAT-01) in the amount of \$380,096 from 10/01/2024 through 09/30/2025; and

WHEREAS, this is a continuation of previous funding; and

WHEREAS, Polk County has a long-standing partnership with Bridges of Iowa to provide substance abuse treatment to those who would otherwise be incarcerated in the Polk County Jail.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Edward Byrne Justice Assistance Grant #23-RSAT-01 and authorizes the Chair of the Polk County Board of Supervisors to sign said grant award on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

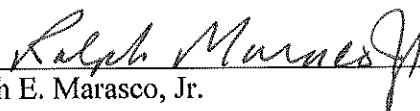
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
1:47 pm, Jul 09, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Revenue \$380,096. Expense \$380,096

21

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Byrne Justice Assistance Grant for Residential Substance Abuse Treatment (Grant #23-RSAT-01)

Agenda Date: 07/16/2024

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

Previous Action taken by the Board: The Board approved the previous Residential Substance Abuse Treatment (Grant #22-RSAT-01) on 09/18/2023.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County, in partnership with Bridges of Iowa, applied for and has been awarded a Byrne Justice Assistance Grant (Grant #23-RSAT-01) from 10/01/2024 through 09/30/2025. The Grant is for the continued funding of the residential substance abuse treatment program which is administered by Bridges of Iowa. Bridges of Iowa and Polk County have been active partners in residential substance abuse treatment for a number of years. This award provides funding for treatment to individuals who may otherwise be incarcerated in the Polk County Jail.

Action Impact: Polk County would authorize receipt of the Grant award of \$380,096, which is a pass-through expense for funding to Bridges of Iowa.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	Y	\$285,072	\$285,072	Y	10041051.79580	10041051.52460
25/26	Y	\$95,024	\$95,024	Y	10041051.79580	10041051.52460

Additional Fiscal Note Information (optional): Grant funds are passed through the County to Bridges of Iowa to fund the program. Funding crosses fiscal years due to the Federal fiscal calendar and is an estimation.

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 annually applies to the Iowa Office of Drug Control Policy (ODCP) for an Edward Byrne Justice Assistance Grant (JAG) for State Crisis Intervention Program (SCIP) grant funding; and

WHEREAS, the Iowa ODCP has awarded Polk County, Iowa a Byrne Justice Assistance Grant for State Crisis Intervention (Grant #21-JAG SCIP-551241) in the amount of \$42,250 for its partnership with St. Vincent de Paul of Des Moines Corrections-Based Vocational Training Program from July 1, 2024 through June 30, 2025; and

WHEREAS, the grant is for continued funding to assist previously incarcerated individuals to shape their post-release environment with St. Vincent de Paul of Des Moines' IMMERSION Program, an evidence-based program and considered to be a Promising Practice by the Office of Justice Program, Corrections-Based Vocational Training Program.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Byrne Justice Assistance Grant #21-JAG SCIP-551241 and authorizes the Chair of the Polk County Board of Supervisors to sign said grant award on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

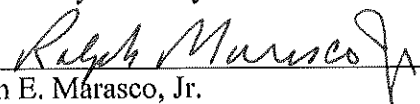
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
1:52 pm, Jul 09, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

Fiscal Impact: Revenue \$42,250, Expense \$42,250

#22

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Governor's Office of Drug Control Policy Byrne Justice Assistance Grant (#21-JAG SCIP-551241).

Agenda Date: 07/16/2024

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

Previous Action taken by the Board: The Board approved the previous Byrne Justice Assistance Grant (#21-JAG-498071) on 07/11/2023.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County, in partnership with St. Vincent de Paul of Des Moines, applied for and has been awarded a Byrne Justice Assistance Grant. The Grant is for St. Vincent de Paul of Des Moines' IMMERSION Program to assist previously incarcerated individuals as active participants to shape their post-release environment. IMMERSION is an evidence-based program and is considered to be a Promising Practice by the Office of Justice Program, Corrections-Based Vocational Training Program. Classroom workforce and education development skills learning is rewarded with stipends. In addition, food, rent/utility assistance, clothing, and additional services are provided from St. Vincent de Paul's three Thrift Stores/Food Pantries.

Action Impact: Polk County would authorize receipt of the Grant award of \$42,250, which is a pass-through expense for funding to St. Vincent de Paul of Des Moines.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	Y	\$42,250	\$42,250	Y	10041051.79580	10041051.52460

Additional Fiscal Note Information (optional): Grant funds are passed through the County to St. Vincent de Paul of Des Moines to fund the program.

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 (PCSO) applied to Prairie Meadows for a 2024 Community Betterment Grant for a PCSO Recreational Trails Safety Patrol Program; and

WHEREAS, Prairie Meadows has awarded Polk County, Iowa a 2024 Community Betterment Grant in the amount of \$25,000; and

WHEREAS, the Grant will fully fund two (2) ATVs for the PCSO Recreational Trails Safety Patrol Program with related safety equipment for use by Deputy Sheriff's to provide support for recreational trail users, reduce criminal activity on the trails through enhanced visibility and proactive public engagement, and enhance PCSO's ability to respond to calls for service.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Prairie Meadows 2024 Community Betterment Grant Agreement and authorizes the Polk County Sheriff to sign for the receipt of said grant award and grant award agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

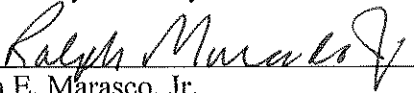
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
10:30 am, Jul 10, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

Fiscal Impact: Revenue \$25,000 Expense \$25,000

#23

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Prairie Meadows 2024 Community Betterment Grant.

Agenda Date: 07/16/2024

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

Previous Action taken by the Board: The Board approved a previous Prairie Meadows Community Betterment Grant on 10/26/2021.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: As a law enforcement agency, the Polk County Sheriff's Office (PCSO) is proactive in the community, establishing a presence countywide in a variety of ways to develop and maintain the trust of the people of Polk County. The PCSO Trails Safety Patrol Program would continue the PCSO commitment to public safety by providing support for recreational trail users, reduce criminal activity on the trails through enhanced visibility and proactive public engagement, and enhance PCSO's ability to respond to calls for service.

The Resolution approves receipt of the grant award of \$25,000 and authorizes the Sheriff sign the grant award agreement. The funding is for the one-time purchase of two (2) outfitted trail quad ATVs. There are no additional anticipated personnel costs.

Action Impact: Polk County would authorize receipt of the Grant award of \$25,000.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	N	\$25,000	\$25,000	N	10041001.77440	10041001.58190

Additional Fiscal Note Information (optional): Purchase of ATVs and equipment shall be completed by end of grant period. The cost of two quad ATVs will follow Polk County Purchasing's competitive bid process.

RESOLUTION

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

WHEREAS, Sarah Smith was employed as an Accounting Manager in the Polk County Treasurer's Office until July 16, 2024; and

WHEREAS, Sarah Smith is specially trained and experienced with the practices, policies, and procedures of the Polk County Treasurer's Office; and

WHEREAS, the Polk County Treasurer desires to engage Sarah Smith as an independent contractor on an as needed basis, not to exceed twenty (20) hours a week, while the Accounting Manager role is filled and the employee is up to speed; and

WHEREAS, the Polk County Attorney's Office has prepared the attached Independent Contractor Agreement outlining duties and responsibilities of Polk County and Sarah Smith as independent contractors.

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Mary Wells
Mary Wells, Polk County Treasurer
Polk County Treasurer's Office

24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Independent Contractor Agreement with Sarah Smith.

Agenda Date: July 16, 2024

Contact Individual: Mary Wells, Polk County Treasurer, 515-286-3040.

Previous Action taken by the Board: None.

Board/Commission Actions: None.

Comply with Policy: Yes

Background: Sarah Smith was employed as an Accounting Manager in the Polk County Treasurer's Office until July 16, 2024. Sarah Smith is specially trained and experienced with the practices, policies, and procedures of the Polk County Treasurer's Office. The Polk County Treasurer desires to engage Sarah Smith as an independent contractor on an as needed basis, not to exceed twenty (20) hours a week, while the Accounting Manager role is filled and the employee is up to speed

Action Impact: Approval of the Agreement allows Sarah Smith to provide Accounting Manager services as an independent contractor on an as needed basis, as determined by the Polk County Treasurer, no to exceed 20 hours per week at \$61.179 per hour. The term of the Agreement is July 17, 2024 through September 1, 2025.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y	N/A	\$72,192	N/A	Y	10039021.76470	N/A

Additional Fiscal Note Information (optional): Funds will be reallocated from exiting appropriation.

RESOLUTION

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

WHEREAS, the Director of Conservation has reviewed several part-time positions, and

WHEREAS, one (1) position is working sporadic, non-consistent hours, and would be more appropriate classified as an on-call employee, and

Conservation recently reclassified 42 employees who were classified as permanent part-time, but were better suited to be classified as on-call. One position was inadvertently missed during this reclassification process.

WHEREAS, the Director of Conservation is requesting the reclassification of the following position:

- Reclassify one (1) Park Officer position, \$29.00-\$30.00 hourly, from part-time to on-call.

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Rich A. Leopold
Rich Leopold, Director
Polk County Conservation

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney
By: Ralph Murawski
Assistant County Attorney

FISCAL NOTE: No additional funds are being requested.

25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Conservation Department

Agenda Date: July 16, 2024

Contact Individual: Richard Leopold, Director of Conservation

Previous Action taken by the Board: N/A

Action Requested (Recommended): Reclassify one (1) Park Officer positions, \$29.00-\$30.00 hourly, from part-time to on-call.

Comply with Policy: Yes

Background: The Director of Conservation has reviewed several part-time positions. Due to the sporadic nature of the work performed and inconsistent hours of employment, the Director of Conservation is recommending reclassification of this position to on-call.

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

Fiscal Note: Permanent part-time funds will be transferred into seasonal funds. There are no additional costs associated with this action.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N				N	10466110.71080	
25/26	N				N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the Director of Conservation has determined five position modifications are needed, and

WHEREAS, additional duties related to the Facility Attendant position, such as opening and closing facility and cash drawer duties, bank deposits, and hands-on training, warrant the need for five more Lead Facility Attendants, and

WHEREAS, the Director of Conservation is requesting that five Facility Attendant positions at an hourly wage of \$17.00-\$18.00 be re-classified to Lead Facility Attendants at an hourly wage of \$18.00-\$19.00, and

WHEREAS, the Director of Conservation is requesting the modification of the following positions:

- Reclassify five (5) on-call Facility Attendant positions, \$17.00-\$18.00 hourly, to five (5) on-call Lead Facility Attendant positions, \$18.00-\$19.00 hourly.

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Rich A. Leopold
Rich Leopold, Director
Polk County Conservation

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney
By: Ralph M. Murrells Jr.
Assistant County Attorney

FISCAL NOTE: These increased costs will be added to the loan repayment to the County.

26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modifications in the Conservation Department

Agenda Date: July 16, 2024

Contact Individual: Richard Leopold, Director of Conservation

Previous Action taken by the Board: Approved on 5/21/24

- Reclassify three (3) part-time Facility Attendant positions, \$17.00-\$18.00 hourly, to three (3) part-time Lead Facility Attendant positions, \$18.00-19.00 hourly.
- Reclassify five (5) on-call Facility Attendant positions, \$17.00-\$18.00 hourly, to five (5) on-call Lead Facility Attendant positions, \$18.00-\$19.00 hourly.

Action Requested (Recommended):

- Reclassify five (5) on-call Facility Attendant positions, \$17.00-\$18.00 hourly, to five (5) on-call Lead Facility Attendant positions, \$18.00-\$19.00 hourly.

Comply with Policy: Yes

Background: The Director of Conservation has determined that five position re-classifications are needed for additional duties related to the Facility Attendant job description. Due to these additional duties specified in the new Lead Facility Attendant job description, the Director is recommending that five Facility Attendant positions at an hourly wage of \$17.00-\$18.00 be re-classified to Lead Facility Attendants at an hourly wage of \$18.00-\$19.00,

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

Fiscal Note: These increased costs will be added to the loan repayment to the County.

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							
24/25	Y	\$4,414			Y	280866126	
25/26							

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the Polk County, Iowa provides Group Basic Life, AD&D, Supplemental Life, Long-term and Short-term Disability, Accident, Hospital and Critical Illness to its county employees and or their dependents to help offset income loss resulting from death, injury, and illness, and

WHEREAS, on June 13, 2023, the Board of Supervisors approved a one-year contract renewal with Voya Financial through June 30, 2024, and

WHEREAS, the Department of Human Resources recommends renewing the existing contract to extend the term of the contract with Voya for Group Basic Life, AD&D, Supplemental Life, Long-term and Short-term Disability, Accident, Hospital, and Critical Illness through December 31, 2024, to align with the annual renewal of other insurance benefits to a calendar year, and

WHEREAS, Voya has agreed to maintain the current rates through December 31, 2024, and

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Costs are included in the FY 24/25 budget

#27

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving contract extension with Voya Financial

Agenda Date: July 16, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources, (515) 286-3033

Previous Action taken by the Board: The initial contract with Voya was approved by board resolution dated 11/27/2018, with an effective date of 01/01/2019. Subsequently, one-year extensions were approved by resolutions on 05/10/2022 and 06/13/2023, extending the contract through 06/30/2024, respectively.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County provides Group Basic life insurance, AD&D, supplemental life, long-term and short-term disability, accident, hospital, and critical illness to its employees through Voya since January 1, 2019. On June 13, 2023, a one-year contract extension was approved by Polk County until June 30, 2024. The Department of Human Resources recommends extending the existing contract and rates for an additional six months until December 31, 2024. This extension will synchronize future contract renewals to a calendar year renewal, aligning with other insurance products.

Action Impact: Approval to extend current Voya contract through December 31, 2024.

Fiscal Note: None

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N				N	2880889733.various	
25/26	N				N	2880889733.various	
26/27	N				N	2880889733.various	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County, Iowa offers supplemental insurance to its county employees and or their dependents to help offset income loss resulting from illness, injury, and

WHEREAS, within this program, Voya offers optional life, AD&D, short-term disability, accident, critical illness, and hospital indemnity benefits, and

WHEREAS, on June 13, 2023 the Polk County Board of Supervisors approved a one-year contract renewal with Voya Financial, and

WHEREAS, the Department of Human Resources transitioned the annual benefit open enrollment to a calendar year starting January 1, 2024, affecting the guaranteed issue terms in the Voya contract, and

WHEREAS, the Department of Human Resources recommends approving the amendment to allow guaranteed issue for employee adjustments beginning January 1, 2024, and

NOW, THEREFORE BE IT RESOLVED, Polk County, Iowa approves the terms of the attached amendment with Voya, Financial for services, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said document on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: N/A

#28

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving amendment for Voya, Financial

Agenda Date: July 16, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources, (515) 286-3033

Previous Action taken by the Board: The initial contract with Voya for supplemental insurance was approved by board resolution dated 11/27/2018, with an effective date of 01/01/2019. Subsequently, two amendments to the contract were approved by board resolutions dated 06/29/2021 and 05/10/2022.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County offers supplemental life, AD&D, short-term disability, accident, critical illness, and hospital indemnity insurance to its employees through Voya since January 1, 2019. The Department of Human Resources shifted its yearly benefits open enrollment to a calendar year starting January 1, 2024. During the open enrollment period, employees may enroll in the Voya supplemental products with a guaranteed issue basis. To prevent any potential claim-related issues in the future, the attached amendment is required for those employees who enrolled or made changes to their elections effective January 1, 2024.

Action Impact: Approval of attached contract amendment.

Fiscal Note: None

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N				N	2880889733.various	
25/26	N				N	2880889733.various	
26/27	N				N	2880889733.various	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Iowa Workforce Development is the recipient of funding from the United States Department of Labor and is authorized to administer program funding; and

WHEREAS, Polk County has agreed to serve as the local grantee in the capacity of a fiscal agent;

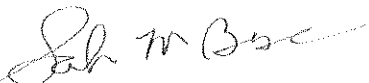
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with Iowa Workforce Development, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 

Sarah Boese, Deputy County Administrator
Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Assistant County Attorney

FISCAL NOTE: Pass-through of \$2,112,554 of federal funds; no net fiscal impact to Polk County

#29

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving WIOA Grant Agreement with Iowa Workforce Development.

Agenda Date: July 16, 2024

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: July 11, 2023 a similar Agreement was approved by the Board. The length of the Agreement was one year.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Iowa Workforce Development is the recipient of funding from the United States Department of Labor and is authorized to administer program funding. Polk County has agreed to serve as the local grantee in the capacity of a fiscal agent.

Action Impact: Approve Agreement.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	N/A	\$1,194,222	\$1,194,222	Y	80103419.77440	80103419.52490
25/26	N	N/A	\$918,332	\$918,332			
26/27							

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ SECONDED by _____ that

the following Resolution be adopted:

WHEREAS, the United States Congress approved the American Rescue Plan Act that includes a \$95 million COVID-19 relief package to Polk County; and,

WHEREAS, the Board of Supervisors underwent a planning process that has included stakeholder and public input to determine how to ensure the funds are spent with maximum long-term impact on our community; and,

WHEREAS, the Board of Supervisors have identified four priority areas of work that include affordable housing, water quality, economic well-being and mental health; and

WHEREAS, Iowa Rivers Revival has a Service Squad program that will conduct 8-10 river clean-ups in Polk County per year from 2023-2026; and,

WHEREAS, the proposed Iowa Rivers Revival projects was approved and received \$250,000 of Polk County General Funds that were made available due to the American Rescue Plan Act funding; and,

WHEREAS, Iowa Rivers Revival is no longer capable of completing the previously approved projects; and,

WHEREAS, the Great Outdoors Foundation is willing and able to complete the remaining projects using the unexpended funds that were provided to Iowa River Revival; and,

WHEREAS, Iowa Rivers Revival and the Great Outdoors Foundation has agreed to transfer the remaining \$170,000 of Polk County funds from Iowa Rivers Revival to the Great Outdoors Foundation to complete the previously approved scope of work.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached funding agreement with the Great Outdoors Foundation to transfer and complete the river clean-up program that was started but not completed by Iowa Rivers Revival in Polk County.

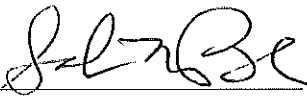
Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Chairperson

30

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE: FY24/25 None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution to replace previous agreement with Iowa Rivers Revival with agreement with the Great Outdoors Foundation to complete Polk County river clean up initiatives.

Agenda Date: July 16, 2024

Contact Individual: Sarah Boese
286-3895

Previous Action taken by the Board: April 4, 2023

Board/Commission Actions: N/A

Action Requested (Recommended): Approve transfer of funds and new agreement

Comply with Policy: Yes

Background: Polk County has received a \$95 million federal COVID-19 relief package from the American Rescue Plan Act. The Board of Supervisors and staff have undertaken a planning process to determine how to ensure the funds are spent with maximum long-term impact on our community. Four categories of work have been identified, including affordable housing, water quality, economic well-being and mental health. Iowa Rivers Revival's Service Squad Program will be conducting 8-10 river clean-ups per year in Polk County from 2023-2026 and was previously awarded \$250,000 to complete this work. Iowa Rivers Revival is no longer capable of performing the work and it is proposed that the remaining funds of \$170,000 and the incomplete work be transferred to the Great Outdoors Foundation.

Action Impact: Approving transfer of fund from Iowa Rivers Revival to the Great Outdoors Foundation and approve new agreement with Great Outdoors Foundation.

Fiscal Note: No fiscal impact.

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

WHEREAS, Polk County, Iowa has identified funds for the Community Sponsorship program in the FY23/24 Prairie Meadows Gaming Revenue plan; and

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

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

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

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

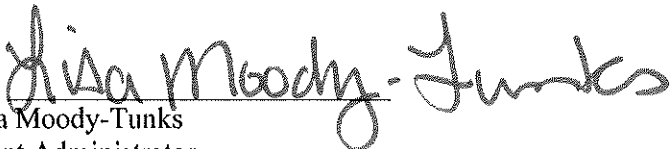
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby approves the allocation of \$16,500.00 in gaming revenue to the listed organizations and for the individual amounts as set forth in the attached Community Sponsorship Award List.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Lisa Moody-Tunks
Grant Administrator

FISCAL NOTE: \$16,500.00 total in funds allocated for the attached Community Sponsorship Award List.

#31

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: July 16, 2024

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

Previous Action taken by the Board: Sponsorship Awards approved May 7, 2024 for \$8,500.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Polk County, Iowa has a long-standing commitment to funding economic development, health, education, and cultural initiatives and events that benefit the residents and businesses of the Polk County, Iowa community. To support the commitment for funding initiatives and events, Polk County, Iowa operates the Polk County Community Sponsorship program. Local organizations may apply for Polk County sponsorship to assist in the funding of events and initiatives that serve a public purpose for the residents of Polk County. Approval of this resolution shall authorize the expenditure of \$16,500.00 of gaming revenue to sponsor various non-profit events or initiatives in 2024.

Action Impact: Passing of this resolution will award \$16,500.00 in Community Sponsorships in the individual amounts as identified on the attached Community Sponsorship Award List.

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

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25		\$16,500.00		N	40109035.77455	

Additional Fiscal Note Information (optional):

Sponsorship Awards
July 16, 2024

Des Moines Performing Arts	\$2,500.00
FOCUSS Inc.	\$5,000.00
NAMI Iowa	\$4,000.00
Rebuilding Together Greater Des Moines	\$3,000.00
The Salvation Army	\$2,000.00
TOTAL	\$16,500.00

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 24-25 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.

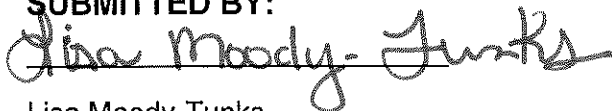
WHEREAS, the grant funds shall be sources only from available gaming revenue funds and not from tax revenues; and,

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves awarding \$37,500.00 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: \$37,500.00 from the Community Betterment fund, FY 24-25

#32

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: July 16, 2024

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 2, 2024 for \$50,223.00.

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 FY24-25 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 \$37,500.00 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
24/25		\$37,500.00		N	40109033.79410	

Additional Fiscal Note Information (optional):

Community Betterment Grant Awards
July 16, 2024

Community Foundation of Greater Des Moines , Fiscal Agent For Des Moines Area Regional Transit Authority (DART)	\$20,000.00
Des Moines Chapter, S.P.E.B.S.Q.S.A, Inc.	\$1,000.00
Des Moines Public Library Foundation	\$4,000.00
Family Planning Council of Iowa	\$2,500.00
Goodwill Industries of Central Iowa	\$2,000.00
Latinx Immigrants of Iowa	\$4,000.00
Polk City Friends of the Parks	\$2,000.00
Urbandale American Legion Post 663	\$2,000.00
TOTAL	\$37,500.00



GOVERNOR KIM REYNOLDS
LT. GOVERNOR ADAM GREGG
DIRECTOR KAYLA LYON

2024 MMP Short Form for Annual Update

Facility

MUD CREEK FEEDERS # 67869
33674 720th Ave.
Collins, IA 50055

Date Due: 07/01/2024

Date Received: 06/27/2024

Date Approved: 06/28/2024

Owner

Mud Creek Feeders

Contact

Brian Ritland Pinnacle Group

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

☐ I have made no changes to my MMP

☐ I have added acres

☒ Change Crop Rotation or Optimum Yields

☐ Changed Application Method

☐ Used manure analysis

☐ I am electing to be a small animal feeding operation (SAFO) or facility capacity has changed

☐ I have made other changes to my MMP Describe :

County Notifications

The following counties have been notified:

Jasper

Polk

Story

Animal Unit Capacity / Payment Summary

Animal Type	Head	AUC	Amount (AUC * 0.15)
Swine Wean to Finish	2480	992.00	\$148.80
Total	2480	992.00	\$148.80

I, Brian Ritland, attest that the information indicated above is accurate and complete.

#33



Veteran Affairs

Polk County River Place 2309
Euclid Avenue
Des Moines, Iowa 50310
Ph. 515.286.3670
Fax 515.286.2106
www.polkcountyia.gov

Date: July 1, 2024

To: Angela Connolly, Chairperson
Polk County Board of Supervisors

From: Pat Sweeney, Executive Director 
Polk County Veterans Affairs

Re: Fourth Quarter Report FY 23/24

See attached copy of the Polk County Activity Report for Veteran Affairs for the Fourth Quarter.

PS:mls

cc: Marty Smith, Chairperson, Veteran Affairs
Commission
John Norris, Board of Supervisors

34



Veteran Affairs

Polk County River Place
2309 Euclid Avenue
Des Moines, Iowa 50310
Ph. 515.286.3670
Fax 515.286.2106
Veterans.Affairs@polkcountyia.gov

POLK COUNTY ACTIVITY REPORT - FY 23/24

Department: VETERAN AFFAIRS	Report Period: April 1st, 2024 to June 30th, 2024				
DATA:	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Client contacts*	3,411	2,734	2,886	3,155	12,186
Total clients receiving vouchers	212	206	253	208	879
Total vouchers issued	145	125	147	128	415
Monetary amount of vouchers	\$ 133,397.80	\$ 124,875.61	\$ 158,822.11	\$ 130,772.98	\$ 547,868.50
IA Veterans Home referrals**	8	12	16	14	50
Phone calls	6,138	4,876	6,223	5,807	23,044
New clients	374	235	284	274	1,167
Incarcerated Veterans contacted***	104	71	74	0	249
Incarcerated Veterans Assisted	290	225	203	0	718
Funerals	11	12	15	8	46
Federal Claims Filed	1,995	1,426	1,798	1,984	7,203
Federal Benefits Awarded****	\$13,755,785.00	\$14,128,709.00	\$14,645,158.00	\$15,181,600.00	\$57,711,252.00
State Benefits (Trust Fund, DOT)	159	113	139	108	519
Clients served*****	9,549	7,610	9,109	8,962	35,230

*The number of client contacts reflects all assisted in our office

**The number of referrals does not mean the number of clients admitted to the IVH

***Incarcerated Veterans are self reported upon booking

****Federal Benefits Awarded monthly paid out to Veterans (compensation and/or pension)

*****Clients served is total of phone calls and contacts



ALECIA A. CEDERDAHL
699 WALNUT STREET, SUITE 2000
DES MOINES, IOWA 50309

whitfieldlaw.com

515-288-6041 P 515-246-1474 F

515-558-0149 D
cederdahl@whitfieldlaw.com

July 1, 2024

Via Certified Mail/Return Receipt

*Polk County Board of Supervisors
111 Court Ave STE 300
Des Moines, IA 50309*

Re: City of Grimes Proposed Voluntary Annexation Within Urbanized Area – Notice of Applications Received and Public Hearing: Station Crossing Farm

To the above referenced:

Pursuant to Iowa Code § 368.7(3) and/or § 368.5, notice is hereby given that the City of Grimes will hold a public hearing on a proposed voluntary annexation within the urbanized area of Johnston. This hearing will take place at 5:30 p.m. on July 23, 2024, at the Grimes Community Center, 410 SE Main Street, in the City of Grimes, Polk County, Iowa. After completion of this hearing, the Grimes City Council may vote to annex the real estate as described on the enclosed Notice of Hearing and Applications for Voluntary Annexation, and as shown on the enclosed map.

If you would like to hear about this proposed voluntary annexation or would like to ask questions, you are encouraged to attend this hearing. If you would like to make a comment on this proposed voluntary annexation, you may also do so by submitting written comments to the Grimes City Clerk at City Hall, 101 NE Harvey St, Grimes, IA 50111, prior to the meeting or by submitting written or oral comments at the time of the hearing.

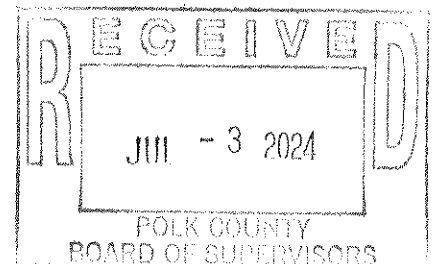
Thank you for your consideration, and if you have any questions in regard to this matter, please contact Alex Pfaltzgraff, Development Services Director for the City of Grimes, at (515) 986-4050.

Sincerely,

Alecia A. Cederdahl, City Attorney
Whitfield & Eddy, P.L.C.

Enclosures.

cc: Alex Pfaltzgraff, Development Services Director (via email)
Evann Martin, Assistant Planner
Molly Mannel, Assistant Planner



35



ALECIA A. CEDERDAHL
699 WALNUT STREET, SUITE 2000
DES MOINES, IOWA 50309

whitfieldlaw.com

515-288-6041 P 515-246-1474 F

515-558-0149 D
cederdahl@whitfieldlaw.com

July 1, 2024

Via Certified Mail/Return Receipt

Polk County Board of Supervisors
111 Court Ave STE 300
Des Moines, IA 50309

Re: City of Grimes Proposed Voluntary Annexation Within Urbanized Area – Notice of Applications Received and Public Hearing: Bauman Creek Investments, LLC

To the above referenced:

Pursuant to Iowa Code § 368.7(3) and/or § 368.5, notice is hereby given that the City of Grimes will hold a public hearing on a proposed voluntary annexation within the urbanized area of Granger and Johnston. This hearing will take place at 5:30 p.m. on July 23, 2024, at the Grimes Community Center, 410 SE Main Street, in the City of Grimes, Polk County, Iowa. After completion of this hearing, the Grimes City Council may vote to annex the real estate as described on the enclosed Notice of Hearing and Applications for Voluntary Annexation, and as shown on the enclosed map.

If you would like to hear about this proposed voluntary annexation or would like to ask questions, you are encouraged to attend this hearing. If you would like to make a comment on this proposed voluntary annexation, you may also do so by submitting written comments to the Grimes City Clerk at City Hall, 101 NE Harvey St, Grimes, IA 50111, prior to the meeting or by submitting written or oral comments at the time of the hearing.

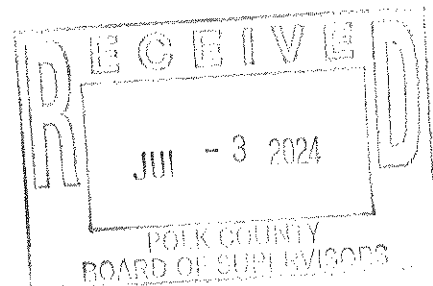
Thank you for your consideration, and if you have any questions in regard to this matter, please contact Alex Pfaltzgraff, Development Services Director for the City of Grimes, at (515) 986-4050.

Sincerely,

Alecia A. Cederdahl, City Attorney
Whitfield & Eddy, P.L.C.

Enclosures.

cc: Alex Pfaltzgraff, Development Services Director (via email)
Evann Martin, Assistant Planner
Molly Mannel, Assistant Planner



CITY OF POLK CITY

DATE: July 8, 2024

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

FROM: City Council
City of Polk City, Iowa

RE: Polk City Area II Urban Renewal Area
Urban Renewal Area Plan Amendment

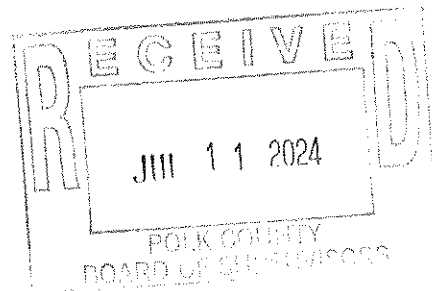
The City of Polk City is in the process of expanding and amending the urban renewal plan for the Polk City Area II Urban Renewal Area, and, pursuant to Section 403.5 of the Code of Iowa, the City is sending you the enclosed copies of the urban renewal plan amendment and scheduling a meeting at which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

The meeting to discuss our urban renewal plan amendment has been set for July 24, 2024, at 10:00 a.m. at the City Hall Council Chambers in Polk City. If you are unable to send a representative to the meeting, we invite your written comments. In addition, Section 403.5 gives your designated representative the right to make written recommendations concerning the urban renewal plan amendment no later than seven days following the date of the meeting.

The City will also hold a public hearing on this urban renewal plan amendment at 6:00 p.m. on August 12, 2024, and a copy of the notice of hearing is enclosed for your information.

Please call our City Manager at (515)-984-6233 if you have questions.

Enclosure



#36