

POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
JUNE 29, 2021 9:30 A.M.

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

5. **PUBLIC COMMENTS**

PERMITS

6. Renewal application for Cigarette/Tobacco/Nicotine/Vapor Permit for Toad Valley Golf Course, 237 NE 80th Street.

RESOLUTIONS

7. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for July 13, 2021 on Disposal of County Interest in Real Estate (1180 – 13th Street).
8. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for July 13, 2021 on Disposal of County Interest in Real Estate (1533 – 21st Street).
- *9. Resolution approving updated Memorandum of Understanding for the Central Iowa Code Consortium (CICC).
10. Resolution concerning annexation of property into the City of Des Moines.
- *11. Resolution approving consent to allow unincorporated land to be included in the City of West Des Moines Urban Renewal Area.
12. Resolution approving preliminary plat of Harding Farms.
- *13. Resolution approving agreement with Catholic Charities Diocese of Des Moines for shelter and case management services (Emergency Family Shelter).
- *14. Resolution approving agreement with Hawthorn Hill (New Directions Shelter) to provide emergency shelter services.
- *15. Resolution approving agreement with Justice League of Food for the provision of evening meals at designated community centers in Polk County.
- *16. Resolution approving agreement with WesleyLife Community Services for the provision of evening meals at designated community centers in Polk County.
- *17. Resolution approving agreement with WesleyLife Community Services for delivery of nutritious noontime meals to eligible Polk County residents (Monday-Friday).

- *18. Resolution approving amendment to Memorandum of Understanding with Iowa Department of Public Health for tuberculosis program funding.
- *19. Resolution approving amendment to contract with Iowa Department of Public Health for Care for Yourself – Breast and Cervical Cancer Screening Program services.
- *20. Resolution approving agreement to contract with Iowa Department of Public Health for Iowa Get Screened: Colorectal Cancer Program.
- *21. Resolution approving release of mortgage on 421 E. Livingston Avenue (Lozano/Rizo).
- *22. Resolution approving release of mortgage on 2900 Brattleboro Avenue (Q. Habib).
- *23. Resolution approving agreement with City of Johnston for law enforcement services.
- *24. Resolution approving agreement with Permittum LLC for weapons permit software application and civil process application.
- *25. Resolution approving Byrne Justice Assistance Grant for the M.I.N.E. Task Force.
- *26. Resolution awarding “Vehicle Towing Services Contract for Polk County” to G & S Service.
- *27. Resolution approving addendum to lease agreement with Ankeny Community School District, Inc. for congregate meal site (located at Neveln Center).
- 28. Resolution modifying positions within the Human Resources Department.
- 29. Resolution modifying positions within the Information Technology Department.
- *30. Resolution approving employee manuals for non-bargaining unit employees.
- *31. Resolution amending plan document with Isolved Benefit Services.
- *32. Resolution amending the Voya, Financial plan document.
- *33. Resolution approving Administrative Service Agreement with Wellmark Blue Cross/Blue Shield.
- *34. Resolution terminating current agreement and approving award of contract for Excess Liability Insurance Services (Jester Insurance Services, Inc).
- 35. Resolution updating the listing of committed fund balances for fiscal year-end financial reporting (in conformity with GASB Statement 54).
- 36. Resolution authorizing FY 2020/2021 year end transfers.
- 37. Resolution authorizing FY 2021/2022 transfers.
- 38. Resolution appropriating FY 2021/2022 budget.

39. Resolution authorizing the use of interfund loan pools for FY 2021/2022.
40. Resolution authorizing continued use of ACH process for payment of health and dental claims.
41. Resolution authorizing Polk County Auditor to issue manual checks during FY 2021/2022.
42. Resolution authorizing the creation or deletion of funds within Polk County's chart of accounts during FY 2021/2022.
43. Resolution approving the recommendations of the Polk County Assessor for allowances and denials of Homestead Tax Credits.
44. Resolution approving donation of excess furniture to Pi515 (501c3 non-profit organization).
- *45. Resolution approving Community Development Grant to Orchard Place Foundations (501c3 non-profit organization).
- *46. Resolution approving Memorandum of Understanding with Polk County Emergency Management designating Polk County community centers as cooling or warming centers.
- *47. Resolution approving agreement with DART for Polk County employee unlimited access ridership.

BUDGET ACTIONS

48. Memorandum of Budget Actions.

APPOINTMENTS

49. Memorandum of Appointments.
- *50. Memorandum of Annual Salaries for authorized positions for FY 2021/2022.

ADJOURNMENT

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

Join Zoom Meeting

<https://polkcountyiowa-gov.zoom.us/j/94723670014?pwd=YXlhWjlpQXd0cGxpbFNEb0rTOEVUZz09>

Meeting ID: 947 2367 0014

Passcode: 317164

One tap mobile

+16465588656,,94723670014# US (New York)

+13017158592,,94723670014# US (Washington D.C)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 947 2367 0014

Find your local number: <https://polkcountyiowa-gov.zoom.us/j/94723670014?pwd=YXlhWjlpQXd0cGxpbFNEb0rTOEVUZz09>

2011-3333

RESOLUTION

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

WHEREAS, it is proposed to dispose of Polk County's interest in real estate of a parcel located at 1180 13th Street, Des Moines, Iowa and legally described as:

N 1/2 LOT 4 & S 1/2 LOT 3 BLK 2 MONELLS ADDITION

To Kent Lehs for a total of \$6,700.00; and

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

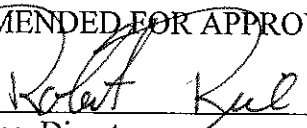
NOW, THEREFORE, BE IT RESOLVED that a public hearing on this proposed disposal of the County's interest in real estate will be held on the date of July 13, 2021, at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa. The Auditor is directed to publish notice of the public hearing.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

Fiscal Note: \$6,700.00 to Real Estate Fund

#7

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 79-21 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File 2011-3333, a parcel located at 1180 13th Street to Kent Lehs, District 030 Parcel 03618-000-000.

Agenda Date: June 29, 2021

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Set Public Hearing

Comply with Policy: Yes, Proposal.

Background: Polk County received a proposal from Kent Lehs for a total of \$6,700.00 to purchase this parcel. The County received this parcel by tax deed in December of 2020. Property size is 60' x 130'. Parcel is buildable.

Action Impact: Approval of the resolution sets the public hearing date and directs the Auditor's Office to publish notice of a public hearing.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
20/21			\$6,700.00			

Additional Fiscal Note Information (optional):

NOTICE OF PUBLIC HEARING

The Polk County Board of Supervisors will hold a Public Hearing on the 13th of July, 2021 at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, to consider a proposal to convey real estate of a parcel located at 1180 13th Street, Des Moines, Iowa and described as:

N 1/2 LOT 4 & S 1/2 LOT 3 BLK 2 MONELLS ADDITION

To Kent Lehs for a total of \$6,700.00. For additional information, contact Polk County Public Works, Real Estate Division at (515)286-3705.



RESOLUTION

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

WHEREAS, it is proposed to dispose of Polk County's inters in real estate of a parcel located 1533 21st St, Des Moines, Iowa, legally described as:

Lots 14 & 15 Block 5 Shepherdsons Addition to Des Moines

To Carl McPherson for a total of \$500.00 and to enter into Purchase and Lot Tie Agreement; and

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

NOW, THEREFORE, BE IT RESOLVED that a public hearing on this proposed disposal of the County's interest in real estate will be held on the date of July 13, 2021, at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa. The Auditor is directed to publish notice of the public hearing.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

FISCAL NOTE: \$500.00 to Real Estate Fund

#8

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 81-21 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File #2011-3105, for property located 1533 21st St, Des Moines, Iowa.

Agenda Date: June 29, 2021

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Set Public Hearing

Comply with Policy: Yes, proposal.

Background: Polk County received a proposal from Carl McPherson to obtain this parcel and lot tie the parcel to his existing property at 1537 21st St. Polk County prepared a Purchase and Lot Tie Agreement to place certain parameters on the property if it is ever to be resold. Polk County received this parcel by tax deed in October 2018. Property size is .115 acres.

Action Impact: Approval of the resolution sets the public hearing date and directs the Auditor's Office to publish notice of a public hearing

Fiscal Note: None

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

Additional Fiscal Note Information (optional):

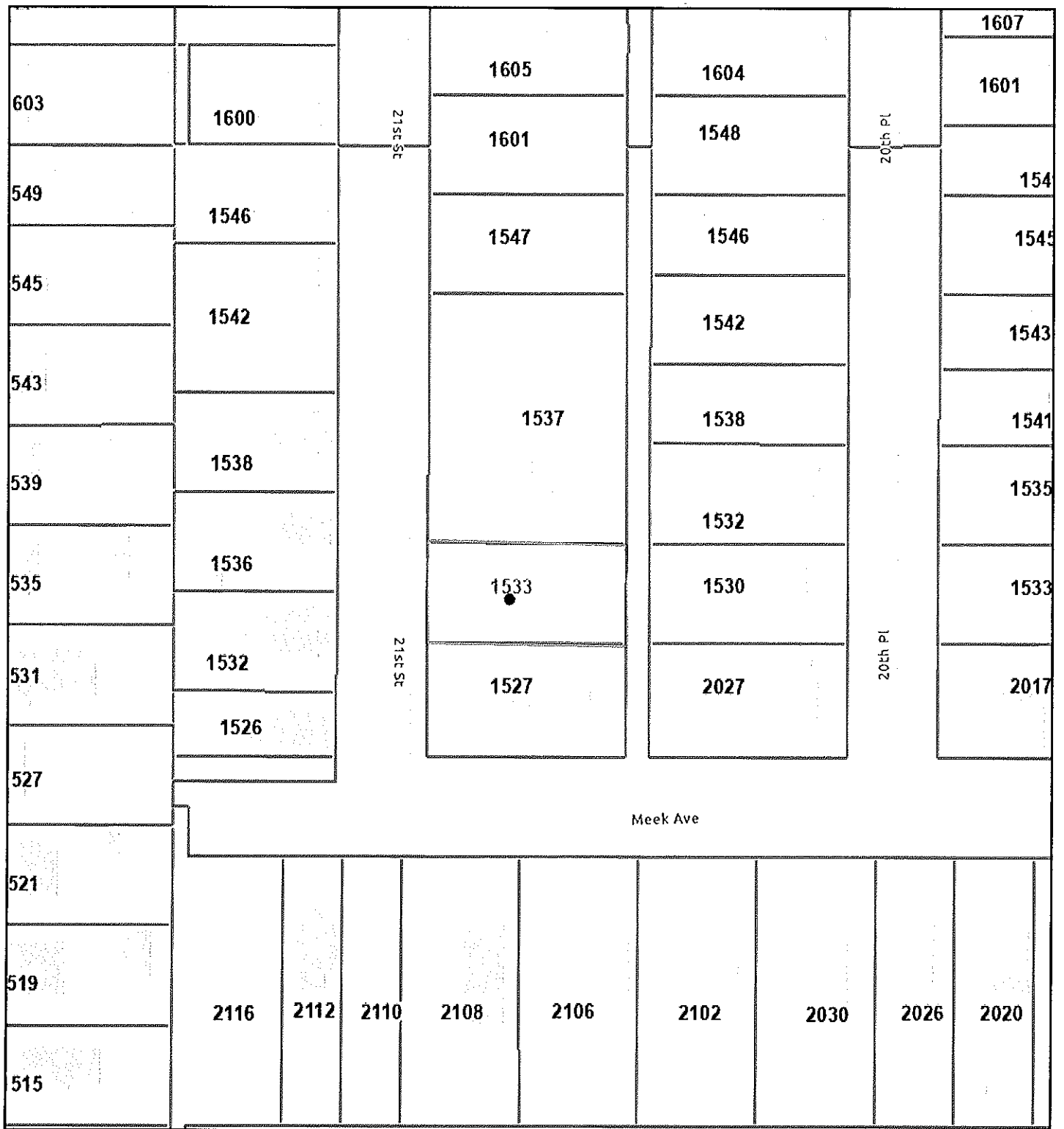
NOTICE OF PUBLIC HEARING

The Polk County Board of Supervisors will hold a Public Hearing on the 13th of July, 2021 at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, to consider a proposal to convey real estate of a parcel located at 1533 21st St, Des Moines, Iowa and described as:

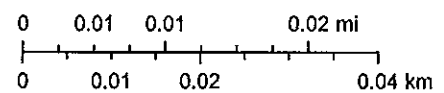
Lots 14 & 15 Block 5 Shepherdsons Addition to Des Moines

To Carl McPherson for a total of \$500.00 and to enter into a Purchase and Lot Tie Agreement. For additional information, contact Polk County Public Works, Real Estate Division at (515)286-3705.

Exhibit - 1533 21st St



1:1,128



RESOLUTION

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

WHEREAS, Polk County has continually supported The Capital Crossroads planning effort; and

WHEREAS, One of the Capital Crossroads – Governance Capital initiatives was to maintain the momentum of the local government collaboration and create the Central Iowa Code Consortium; and

WHEREAS, Polk County has been involved with and implemented recommendations from the Central Iowa Code Consortium since 2015; and

WHEREAS, Polk County desires to continue to support and remain involved in the Central Iowa Code Consortium to find ways to create consistency between metro jurisdictions and new development projects with building and fire code adoption.

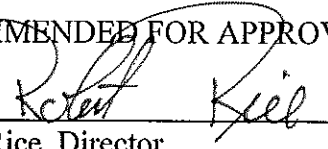
NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa agrees to adopt the updated Memorandum of Understanding for the Central Iowa Code Consortium, and authorizes the Chairperson of the Polk County Board of Supervisors to sign the agreement on behalf of Polk County.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

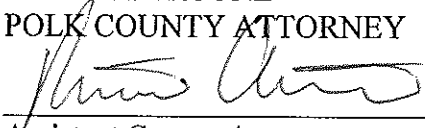
RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY



Assistant County Attorney

Fiscal Note: None

#9

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 82-21 approving updated Memorandum of Understanding (MOU) for the Central Iowa Code Consortium (CICC).

Agenda Date: June 29, 2021

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

Previous Action taken by the Board: Approved original MOU to create the CICC April 15, 2015

Board/Commission Actions: None

Action Requested (Recommended): Approve the MOU

Comply with Policy: Yes

Background: In 2015 The Central Iowa Code Consortium (CICC) was created through approval of the Memorandum of Understanding between many central Iowa city and county governments. The CICC has been a collaborative effort to improve consistency in the adoption and enforcement of construction and maintenance codes in metro area for each updated version of the international codes. The attached MOU outlines the continued support and involvement of Polk County with the CICC. The CICC will continue to be a collaborative effort between all participating communities to review codes, recommend changes and amendments, and produce a metro "model" code for all communities to consider through their local code adoption process. This process has and will continue to promote uniformity and consistency among local communities' jurisdictional lines.

Action Impact: Approve the Memorandum of Understanding establishing the Central Iowa Code Consortium.

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
20/21	N	N/A	N/A	N		
21/22	N	N/A	N/A	N		

Additional Fiscal Note Information (optional): None

RESOLUTION

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

WHEREAS, Iowa Code Chapter 368 governs annexations of territory to cities; and

WHEREAS, Iowa Code Section 368.7 governs voluntary annexations of territory to cities; and

WHEREAS, Iowa Code Section 368.7(b)(2) requires the board of supervisors of a county containing all or a portion of the territory to be annexed to pass a resolution stating whether or not the County supports the application for annexation or whether it takes no position in support of or against the application for annexation within 30 days after a consultation is held on the application; and

WHEREAS, Polk County, Iowa has received and reviewed a voluntary application for the annexation of territory to the City of Des Moines, all or a portion of said territory located in Polk County, Iowa, more particularly described as:

Tract No. 1

District/Parcel No.: 270/00442-000-000

Legal: THE WEST 125.71 FEET OF THE EAST 241.71 FEET OF THE NORTH 183.71 FEET OF THE SOUTH 241.71 FEET OF THE SOUTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 14, TOWNSHIP 79 NORTH, RANGE 24 WEST OF THE 5TH P.M., POLK COUNTY, IOWA.; and

Tract No. 2

District/Parcel No.; 270/00456-005-000

Legal: THE SOUTH 241.71 FEET OF THE WEST 41 FEET OF THE EAST 116 FEET OF THE SOUTH ½ OF THE SOUTHEAST ¼ OF SECTION 14, TOWNSHIP 79 NORTH, RANGE 24 WEST OF THE 5TH P.M., POLK COUNTY, IOWA.

WHEREAS, after the reviewing application for annexation and taking into account the Polk County Comprehensive Plan, Polk County Public Works recommends that Polk County take no position in support of or against the application for annexation of the above described territory to the City of Des Moines.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa takes no position in support of or against the application for annexation of the above described territory to the City of Des Moines. The Polk County Board of Supervisors directs Public Works to file this resolution with the City of Des Moines.

#10

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 84-21 concerning annexation of property into the City of Des Moines.

Agenda Date: June 29, 2021

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approve resolution taking no position on the annexation request

Comply with Policy: Yes

Background: Polk County has received and reviewed a voluntary application for the annexation of territory to the City of Des Moines. Code Section 368.7(b)(2) requires the Board of Supervisors of a county containing all or a portion of the territory to be annexed, pass a resolution stating whether or not it supports the application or whether it takes no position in support of or against the application. Annexation is for property located along NE 14th Street (HWY 69) that will be annexed and become part of the proposed development at NE 14th and Broadway Ave.

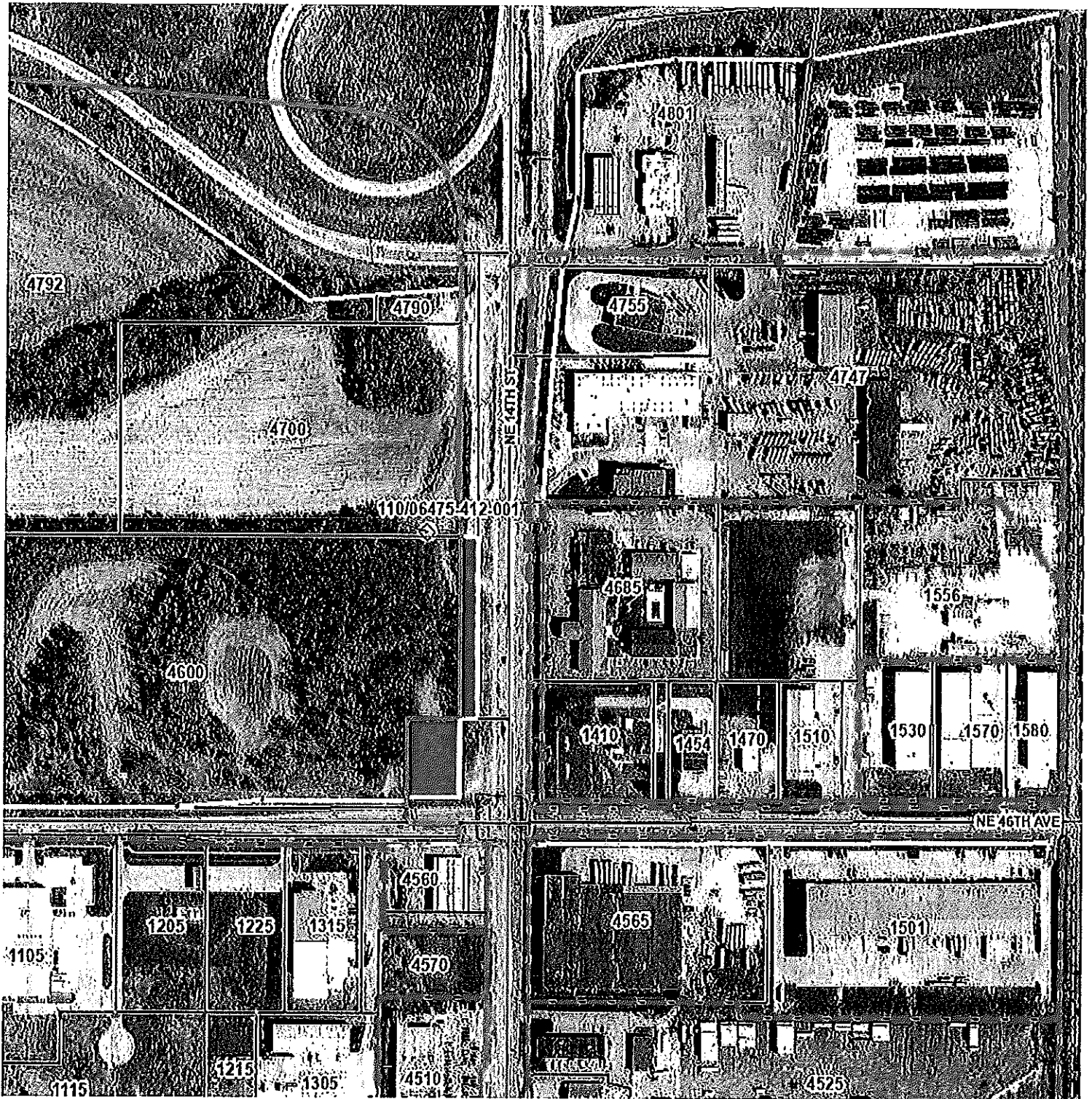
Action Impact: Public Works will file the resolution with the City of Des Moines.

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
20/21	N	N/A	N/A	N		
21/22	N	N/A	N/A	N		

Additional Fiscal Note Information (optional): None

EXHIBIT A



RESOLUTION

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

WHEREAS, the City of West Des Moines, Iowa (the "City") has begun the process of amending the Alluvion Urban Renewal Area, pursuant to Chapter 403 of the Code of Iowa, including to add certain property to the Urban Renewal Area; and

WHEREAS, in accordance with paragraph 4 of Section 403.17 of the Code of Iowa, a city may include within an urban renewal area property which is located outside but within two miles of the boundary of a city only if the city obtains the consent of the county within which such property is located; and

WHEREAS, the City Council of the City has requested that the Board of Supervisors of Polk County approve a City/County Agreement giving its consent that the City may add the unincorporated property to the Alluvion Urban Renewal Area.

NOW, THEREFORE it is hereby resolved by the Board of Supervisors of Polk County, Iowa, as follows:

Section 1. The Board of Supervisors of Polk County hereby gives its consent that the City of West Des Moines may add the identified unincorporated property to the Alluvion Urban Renewal Area.

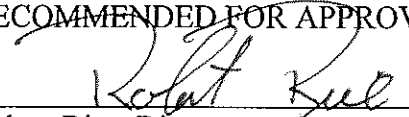
Section 2. Polk County, Iowa hereby approves the attached (Exhibit D) Joint City/County Agreement and authorizes the Chairperson of the Polk County Board of Supervisors to sign said agreement.

Approved this ____ day of _____, 2021

POLK COUNTY, IOWA

Angela Connolly, Chairperson

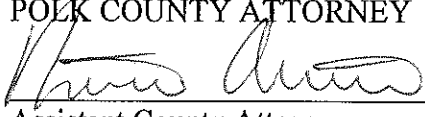
RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: No cost to the County

11

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 80-21 approving consent to allow unincorporated land to be included in the City of West Des Moines Urban Renewal Area

Agenda Date: June 29, 2021

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approval

Comply with Policy: Yes, consistent with the Goals and Policies to work with communities on coordinated development

Background: The City of West Des Moines has begun the process of amending the boundaries of the Alluvion Urban Renewal Area, in accordance with Chapter 403 of the Code of Iowa, to add certain unincorporated property located outside but within two miles of the city limits.
Pursuant to paragraph 4 of Section 403.17 of the Code of Iowa, a city may include within an urban renewal area property which is located outside but within two miles of the boundary of a city only if the city obtains the consent of the county within which such property is located.

Action Impact: Approval allows for the City of West Des Moines to comply with one of the requirements of expanding their Urban Renewal Area.

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
20/21	N	N	N	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the owners of land located in Section 34, Township 80 North, Range 25 West of the 5th P.M. (Jefferson Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision preliminary plat known as Harding Farms; and

WHEREAS, the major subdivision preliminary plat proposes one (1) single-family residential lot, one (1) outlot and one (1) street lot on 74.59 acres of land; and

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

WHEREAS, the Polk County Zoning Commission on May 24, 2021, voted six (6) for approval, zero (0) in opposition with one (1) absent to recommend approval of the major subdivision preliminary plat of Harding Farms, in accordance with staff's recommendation.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves the major subdivision Preliminary Plat of Harding Farms and authorizes the Chairperson of the Polk County Board of Supervisors to sign the Resolution.

Sewer Service:	Individual wastewater system
Water Service:	City of Johnston
Zoning:	"RR" Rural Residential District
Platted by:	Norma M. Harding (property owner) & Phylis Jones (developer)
Engineer:	Abaci Consulting, Inc.
Location:	Located approximately ¾ mile north of the intersection of NW 86 th Street and NW 70 th Avenue, addressed as 7718 NW 86 th Street, Johnston.
Township:	Jefferson

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:


Robert Rice, Director
Polk County Public Works Department

FISCAL NOTE: No cost to the County

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 83-21 approving the Preliminary Plat of Harding Farms.

Agenda Date: June 29, 2021

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

Previous Action taken by the Board: None

Board/Commission Actions: The Polk County Zoning Commission met on May 24, 2021 and voted six (6) in favor with one (1) absent, on a motion to recommend approval of the Preliminary Plat of Harding Farms, in accordance with staff's recommendation for approval.

Action Requested (Recommended): Approval

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

Background: The major preliminary subdivision plat proposes one (1) single-family residential lot, one (1) outlot and one (1) street lot on approximately 73.59 acres of land zoned "RR" Rural Residential District. The proposed lot has frontage along the existing public street of NW 86th Street. No new streets are proposed. The proposed division will allow the existing homestead to be separated from the agricultural land for property conveyance. Beaver Creek meanders through the subject property therefore including areas of floodplain that will be protected within the proposal by undisturbed buffers on each side of the floodway boundary.

Action Impact: Approval of the Preliminary Plat allows for submittal of a Final Plat. Following staff's review, the Final Plat will come before the Board for approval prior to recording.

Fiscal Note: None

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

Additional Fiscal Note Information (optional): None

Harding Farms
Preliminary Plat

PLAT INFORMATION: This major subdivision plat proposes one (1) single-family residential lot for an existing homestead, one (1) outlot and one (1) street lot on approximately 74.59 acres of land zoned "RR" Rural Residential District. The subject property is located approximately ¾ mile north of the NW 86th Street and NW 70th Avenue intersection, addressed as 7718 NW 86th Street, Johnston, within the SE ¼, SE ¼, of Section 27 and the NE ¼, NE ¼, of Section 34 in Jefferson Township.

SEWER: Individual Septic System

WATER: City of Johnston

TOWNSHIP: Jefferson

OWNER/DEVELOPER: Norma M. Harding (Owner)
Phyllis Jones (Developer)

SURVEYOR/ENGINEER: Abaci Consulting, Inc.

Vicinity Map:



RESOLUTION

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

WHEREAS, Polk County, Iowa through the Department of Community, Family and Youth Services provides funding to Catholic Charities Diocese of Des Moines (St. Joseph Shelter) ("Provider") to support shelter and services for homeless families in Polk County, Iowa; and

WHEREAS, the Agreement between Polk County, Iowa and Provider ("Agreement") shall be effective July 1, 2021 through June 30, 2024; and

WHEREAS, the amount paid for the support of shelter and services for homeless families will be \$15,000 per fiscal year, and the maximum amount to be paid by Polk County, Iowa under this Agreement shall not exceed \$45,000; and

WHEREAS, the Agreement is conditional upon the availability of budget funds, satisfactory performance by the Provider and Provider's continued compliance with the current terms.

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa approves the terms of the attached Agreement with Catholic Charities Diocese of Des Moines (St. Joseph Shelter) for shelter and services for homeless families in Polk County and directs the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____, day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

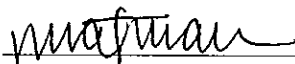
RECOMMENDED FOR APPROVAL:



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

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE:

#13

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement between Polk County and Catholic Charities Diocese of Des Moines (Emergency Family Shelter) for shelter and case management services.

Agenda Date:

Contact Individual: Eric N. Kool, Director
Community, Family and Youth Services
(515) 323-5262

Previous Action taken by the Board: A similar agreement as approved by the Board on April 24, 2018.

Board/Commission Actions:

Action Requested (Recommended): Approval is recommended.

Comply with Policy: Yes

Background: Polk County, through its department of Community, Family & Youth Services currently has an agreement with Catholic Charities Diocese of Des Moines to support shelter and services for homeless families in Polk County. The Catholic Charities Emergency Family Shelter provides shelter for homeless families consisting of either a single parent of either gender with children or adult couples with children. Services provided include emergency housing for 30 days, meals, laundry facilities and case management to assist families in returning to self-sufficiency.

This agreement provides for financial support of \$15,000 per fiscal year. The total amount of this agreement shall not exceed \$45,000. The term of the agreement is July 1, 2021 through June 30, 2024.

Action Impact: Approval of this agreement will authorize Polk County, Iowa to continue the funding to support the services for homeless families provided by the Emergency Family Shelter.

Fiscal Note:

Fiscal Year	Budgeted ? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	Y	\$15,000		Y	10233111.74020	
22/23	Y	\$15,000		Y	10233111.74020	
23/24	Y	\$15,000		Y	10233111.74020	

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____, Seconded by _____,

that the following resolution be adopted:

WHEREAS, Polk County has an Agreement with Hawthorn Hill (New Directions Shelter) to support shelter services for homeless families in Polk County; and,

WHEREAS, a new agreement has been developed to be effective July 1, 2021 through June 30, 2024; and,

WHEREAS, the cost of these services will be \$15,000 per year and the maximum amount to be paid by Polk County under this agreement shall not exceed \$45,000; and,

WHEREAS, this Agreement is conditional upon the availability of budgeted funds, satisfactory performance by the Provider and the Provider's continued compliance with the current terms.

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa approves the terms of the attached Agreement with Hawthorn Hill (New Directions Shelter) for shelter services for homeless families and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

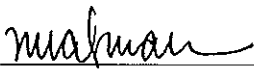
RECOMMENDED FOR APPROVAL:



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

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE:

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement between Polk County and Hawthorn Hill (New Directions Shelter) to provide emergency shelter services to families in Polk County.

Agenda Date: June 29, 2021

Contact Individual: Eric Kool, Director
Community, Family & Youth Services
515-323-5261

Previous Action taken by the Board: A similar resolution was approved by the Board May 1, 2018.

Board/Commission Actions:

Action Requested (Recommended): Approval is recommended.

Comply with Policy: Yes.

Background: Polk County currently has an agreement with Hawthorn Hill (New Directions Shelter) to support shelter and services for homeless families in Polk County. The Shelter provides emergency housing for 30 days, meals, laundry facilities and case management to assist families in returning to self-sufficiency.

The term of this agreement is July 1, 2021 – June 30, 2024. The maximum cost is \$15,000 per contract year with the maximum amount for the term of this agreement not to exceed \$45,000.

Action Impact: Approval of this contract will allow Polk County to continue to support shelter and services for homeless families in Polk County.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	Y	\$15,000		Y	10233111.74020	
22/23		\$15,000		Y	10233111.74020	
23/24		\$15,000		Y	10233111.74020	

Fiscal Note:

RESOLUTION

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

WHEREAS, in August 2017, Polk County, Iowa began serving a free evening meal at designated community centers in Polk County to benefit the food insecure; and

WHEREAS, the Justice League of Food has been providing as many as 150 total meals every Monday, Wednesday and Friday at the Southside and Westside Community Centers; and

WHEREAS, Polk County, Iowa desires to continue providing evening meals through a new Agreement with the Justice League of Food; and

WHEREAS, the term of the Agreement is July 1, 2021 through June 30, 2024, for a total cost not to exceed \$239,682.00 over three years; and

WHEREAS, funds are available in the Community, Family and Youth Services budget to pay the cost of this Agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with the Justice League of Food for the provision of evening meals at designated community centers in Polk County, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Eric Kool, Director
Community, Family and Youth Services

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Agreement between Polk County, Iowa and the Justice League of Food, for the provision of evening meals at designated Community Centers in Polk County, Iowa.

Agenda Date: June 29, 2021

Contact Individual: Eric Kool, Director
Community, Family and Youth Services
515-286-5261

Previous Action taken by the Board: The Board approved a similar agreement with the Justice League of Food on August 6, 2019.

Board/Commission Actions

Action Requested (Recommended): Approval is recommended.

Comply with Policy: Yes.

Background: In August 2017, Polk County, Iowa began a trial program to help serve the needs of individuals in our community who are facing food insecurity. Three times per week, Mondays, Wednesdays and Fridays, a free evening meal is provided at the Westside and Community Center and Southside Community Center. Hot meals are delivered by the Justice League of Food, and include an entrée, starch, vegetable and twice-weekly dessert. This Agreement includes collaboration by the Justice League of Food with local workforce and social services agencies to provide employment and mentoring to young adults, in the context of preparing and delivering these meals.

The term of this Agreement is July 1, 2021 through June 30, 2024. The total cost of this Agreement shall not exceed \$239,682.00

Action Impact: Approval of this Agreement will help further Polk County's goal of ensuring that the food insecure in our community have access to the food that they need every day.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	Y	\$77,625		Y	10233121.77490	
22/23	Y	\$79,740		Y	10233121.77490	
23/24	Y	\$82,317		Y	10233121.77490	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, in August 2017 Polk County, Iowa, through an Agreement with WesleyLife Community Services (WesleyLife), began serving a free evening meal at designated Community Centers in Polk County to benefit the food insecure; and

WHEREAS, through this Agreement, WesleyLife has been providing as many as sixty-five total meals every Monday, Wednesday and Friday at the Central and Norwoodville Community Centers; and

WHEREAS, the current Agreement expires June 30, 2021; and

WHEREAS, Polk County desires to continue providing evening meals through a new Agreement with WesleyLife; and

WHEREAS, the term of the Agreement is July 1, 2021 through June 30, 2024, for a total cost not to exceed \$184,667.00 over three years; and

WHEREAS, funds are available in the Community, Family and Youth Services budget to pay the cost of this Agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with WesleyLife Community Services for the provision of evening meals at designated Community Centers in Polk County, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

#16

RECOMMENDED FOR APPROVAL:

A handwritten signature in black ink, appearing to be 'Eric Kool', written over a horizontal line.

Eric Kool, Director
Community, Family and Youth Services

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Agreement between Polk County and WesleyLife Community Services, for the provision of evening meals at designated Community Centers in Polk County, Iowa (Agreement).

Agenda Date: June 29, 2021

Contact Individual: Eric Kool, Director
Community, Family and Youth Services
515-286-5261

Previous Action taken by the Board: The Board approved a similar agreement with WesleyLife on March 20, 2019.

Board/Commission Actions

Action Requested (Recommended): Approval is recommended.

Comply with Policy: Yes.

Background: In August 2017, Polk County began a trial program to help serve the needs of individuals in our community who are facing food insecurity. Three times per week, Mondays, Wednesdays and Fridays, a free evening meal is provided at the Norwoodville Community Center and Central Community Center. Hot meals are delivered by WesleyLife, and include an entrée, starch, vegetable and twice-weekly dessert.

The term of this Agreement is July 1, 2021 through June 30, 2024. The total cost of this Agreement shall not exceed \$184,667.00 for three years

Action Impact: Approval of this Agreement will help further Polk County's goal of ensuring that the food insecure in our community have access to the food that they need every day.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	Y	\$59,854.00	N	Y	10233121.77490	
22/23	Y	\$61,280.00	N	Y	10233121.77490	
23/24	Y	\$63,533.00	N	Y	10233121.77490	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, there is need in Polk County, Iowa to provide nutritious home-delivered meals to persons unable to prepare their own balanced meal due to physical and mental impairment; and

WHEREAS, WesleyLife Community Services (Wesley Life) successfully operates the Meals on Wheels Program and supports the health and independence of nearly 1,000 adults in the Des Moines Metro Area through the delivery of approximately 230,000 meals every year; and

WHEREAS, Polk County, Iowa desires to continue their Agreement with WesleyLife for delivery of nutritious noontime meals, Monday through Friday (Agreement), to eligible Polk County Residents who meet Community, Family and Youth Services and Polk County Health Services, Inc. income guidelines; and

WHEREAS, the term of this Agreement is July 1, 2021 through June 30, 2024; and

WHEREAS, the attached three year Agreement provides for funding in the amount of \$353,481.00 for FY21/22, \$364,193.00 for FY22/23 and \$374,905 for FY23/24.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with WesleyLife Community Services for home delivered meals through the Meals on Wheels Program and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

#17



Eric Kool, Director
Community, Family and Youth Services

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney
FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement between Polk County, Iowa and WesleyLife Community Services for delivery of nutritious noontime meals, Monday through Friday, to eligible Polk County residents.

Agenda Date: June 29, 2021

Contact Individual: Eric N. Kool, Director
Community, Family, and Youth Services- Adult Services
515-323-5261

Previous Action taken by the Board: A similar resolution was approved by the Board on July 24, 2018.

Board/Commission Actions:

Action Requested (Recommended): Approval is recommended.

Comply with Policy: Yes.

Background: WesleyLife has successfully provided home delivered nutritious meals to persons who are unable to prepare a balanced meal due to physical or mental impairment or are unable to attend a congregate meal site. Eligible participants must meet income guidelines determined by Community, Family & Youth Services (CFYS) and/or Polk County Health Services, Inc. Meals meet the federal government's Recommended Daily Allowance definition. Hot meals are delivered Monday-Friday. Pre-packaged meals are also available for consumption on weekends/holidays when regular delivery is not available.

YEAR	COST PER MEAL	GENERAL BASIC NOT TO EXCEED	MH/MR/DD NOT TO EXCEED	FISCAL YEAR NOT TO EXCEED
FY 21-22 (3.0 % Inc from FY 20-21)	\$7.59	\$145,728	\$207,753	\$353,481
FY 22-23 (3.0 % Inc from FY 21-22)	\$7.82	\$150,144	\$214,049	\$364,193
FY 23-24 (3.0% Inc from FY 22-23)	\$8.05	\$154,560	\$220,345	\$374,905

The term of the Agreement is July 1, 2021 – June 30, 2024. The total cost for the term of this Agreement shall not exceed \$1,092,579.

Action Impact: Approval of this Agreement will allow CFYS and Health Services to continue to provide nutritious home delivered meals to those who meet the Meals on Wheels program requirements.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	Y	\$145,728 (Fund 1)		Y	10233411.74470	
21/22	Y	\$207,753 (Fund 10)		Y	100444030.84033.399.5336 100444130.84133.399.5336 100444230.84233.399.5336 100444330.83033.399.5336	
22/23	Y	\$150,144 (Fund 1)		Y	10233411.74470	
22/23	Y	\$214,049 (Fund 10)		Y	100444030.84033.399.5336 100444130.84133.399.5336 100444230.84233.399.5336 100444330.83033.399.5336	
23/24	Y	(Fund \$154,560		Y	10233411.74470	
23/24	Y	\$220,345 (Fund 10)		Y	100444030.84033.399.5336 100444130.84133.399.5336 100444230.84233.399.5336 100444330.83033.399.5336	

Fund 1 costs

FY 21/22: \$7.59 per meal X 19,200= \$145,728

FY 22/23: \$7.82 per meal X 19,200= \$150,144

FY 23/24: \$8.05 per meal X 19,200= \$154,560

Fund 10 costs

FY 21/22: \$7.59 per meal X 27,372= \$207,753

FY 22/23: \$7.82 per meal X 27,372= \$214,049

FY 23/24: \$8.05 per meal X 27,372= \$220,345

RESOLUTION

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

WHEREAS, tuberculosis is a communicable disease that is a threat to the public health of the residents of Polk County; and

WHEREAS, on February 16, 2021 Polk County, Iowa approved Memorandum of Understanding (MOU) -2021-TB01 with the Iowa Department of Public Health to continue to conduct tuberculosis prevention which allocated funds of \$900 to Polk County for the continuation of the Polk County tuberculosis detection and prevention program for the term of January 1, 2021 through December 31, 2021; and

WHEREAS, on March 16, 2021, MOU-2021-TB01, Amendment 1 added an additional \$900 for a new total of \$1,800; and

WHEREAS, on March 30, 2021, MOU-2021- TB01, Amendment 2 added an additional \$900 for a new total of \$2,700; and

WHEREAS, on April 6, 2021, MOU-2021- TB01, Amendment 3 added an additional \$900 for a new total of \$3,600; and

WHEREAS, this MOU-2021-TB01 Amendment 4 adds an additional \$900 for a new total of \$4,500;

NOW, THEREFORE, BE IT RESOLVED: That Polk County, Iowa approves MOU-2021-TB01, Amendment 4, with the Iowa Department of Public Health to continue to conduct tuberculosis prevention and outreach activities in the community, and authorizes the Chairperson of the Polk County Board of Supervisors to sign MOU-2021-TB01, Amendment 4; and

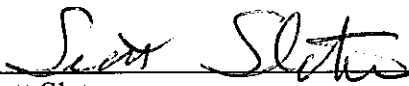
NOW, THEREFORE, BE IT FURTHER RESOLVED: That the Polk County Board of Supervisors authorizes the Director of the Polk County Health Department, or her designee, to execute any and all documents in furtherance of this grant award pursuant to MOU-2021-TB01 with the Iowa Department of Public Health.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

By _____
Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL



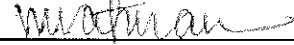
Scott Slater
Deputy Director of Public Health

#18

APPROVED AS TO FORM:

JOHN P. SARCONI

POLK COUNTY ATTORNEY

BY 

Assistant County Attorney

FISCAL NOTE: FY 20/21 Revenue/Expenses: \$4,500

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Amendment 4 to Memorandum of Understanding (MOU) with Iowa Department of Public Health for Tuberculosis Program funding

Agenda Date: 6/29/2021

Contact Individual: Scott Slater, 286-3752

Previous Action taken by the Board: Original MOU approved 2/16/2021, Amendment 1 to MOU approved 3/16/2021, Amendment 2 to MOU approved on 3/30/2021 and Amendment 3 approved on 4/6/2021

Board/Commission Actions: None

Action Requested (Recommended): Approval

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

Background: The Iowa Department of Public Health provided funding to cover some of the costs related to detection and prevention of tuberculosis in Polk County. The amount awarded for the contract year January 1, 2021 through December 31, 2021 was \$900. Amendment 1 to MOU increased the amount by an additional \$900 to \$1,800, Amendment 2 to MOU increased the amount by an additional \$900 to \$2,700 and Amendment 3 to MOU increased the amount by an additional \$900 to \$3,600.

This Amendment 4 to MOU increases the amount by an additional \$900 to \$4,500.

Action Impact: These funds will be used to help offset staff costs for providing Direct Observed Therapy (DOT) for suspected/confirmed cases of pulmonary Tb cases.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/21	Y	\$2250	\$2250	Y	10223011.74290	10223011.52290
21/22	Y	\$2250	\$2250	Y	10223011.74290	10223011.52290

Additional Fiscal Note Information (optional) State and federal CFDA 93.116

RESOLUTION

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

WHEREAS, the Iowa Department of Public Health (IDPH) awarded funding through the Care for Yourself - Breast and Cervical Cancer Screening Program to Polk County in the amount of \$133,072 through Contract #5881NB20 to provide enrollment and screening to 748 participants for the period of June 30, 2020 through June 29, 2021 (FY 2020-2021); and

WHEREAS, previous Amendments #1, 2, 3 and 4 to the Contract allocated additional funding in the amount of \$35,713 (\$18,213, \$8,750, \$8,750 and \$6,650 respectively) to serve 180 additional participants between June 30, 2020 through June 29, 2021 for a total of \$175,435 in FY 2020-2021; and

WHEREAS, this Amendment #5 to the Contract provides a one-year extension period from June 30, 2021 through June 29, 2022 to provide enrollment services and breast and cervical cancer screening/diagnostic services for 901 participants and \$13,966 for outreach services for an amount totaling \$171,641 for the FY 2021-2022 extension period. The new Contract number for the extension period will be #5881NB20E; and

WHEREAS, Amendment #5 also updates and amends key personnel due to staffing changes; and

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa approves the terms of Amendment #5 to Contract #5881NB20E with the Iowa Department of Public Health, and authorizes the Chairperson of the Polk County Board of Supervisors to sign Amendment #5 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 Amendment #5 to the Contract.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

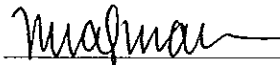
Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Helen Eddy, Public Health Director
Polk County Health Department

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

By 

Assistant County Attorney

Fiscal Note: FY 21/22: \$171,641

#19

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Amendment #5 to Contract with Iowa Department of Public Health (IDPH) for Care for Yourself - Breast and Cervical Cancer Screening Program services (Polk County as Fiscal Agent)

Agenda Date: 6/29/2021

Contact Individual: Kari Lebeda Townsend, 286-2018

Previous Action taken by the Board:

The Original Contract for FY 2020-2021 approved by BOS on 7/15/2021 and has been amended several times during the fiscal year.

Board/Commission Actions: None

Action Requested (Recommended): Approval

Comply with Policy: Yes

Background: For over 24 years, the Iowa Department of Public Health has allocated funds to Polk County through the Care for Yourself - Breast and Cervical Cancer Screening Program to provide breast and cervical cancer screening and diagnostics services to low-income, uninsured and underinsured women ages 40-64. This contract has been amended several times to serve an additional 180 participants during FY 2020-2021 and some additional outreach funding.

Action Impact: Amendment #5 to the Contract provides a one-year extension period from June 30, 2021 through June 29, 2022 to provide enrollment and screening services for 901 participants and \$13,966 for outreach services for an additional amount totaling \$171,641 for the FY 2021-2022 extension period. The new Contract number for the extension period will be #5881NB20E.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	Y	\$171,641	\$171,641	Y	10223019.74170	10223019.52480

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, preventative health screenings serve to save lives and reduce long term costs of health care in the community; and

WHEREAS, the Iowa Department of Public Health (IDPH) launched the Iowa Get Screened: Colorectal Cancer Program several years ago to provide colorectal cancer awareness and screenings to uninsured and under-insured Iowans who fall within certain age and income guidelines; and

WHEREAS, on July 17, 2020, Polk County, Iowa approved Contract #5881CRC02 with the Iowa Department of Public Health which allocated \$5,025 to enroll and provide program services to twenty-five eligible participants for the term of July 1, 2020 through June 30, 2021; and

WHEREAS, on November 24, 2020, Amendment 1 to Contract #5881CRC02 reduced the award by \$5 to \$5,020; and

WHEREAS, this Amendment 2 to Contract #5880CRC02 provides a one-year extension through June 30, 2022, funding of \$4,020 during this extension period and changes the Contract number to #5881CRC02E.

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa approves Amendment 2 to Contract #5880CRC02, with the Iowa Department of Public Health for Iowa Get Screened: Colorectal Cancer Program and authorizes the Chairperson of the Polk County Board of Supervisors to sign said agreement 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 Amendment 2 to Contract #5880CRC02.

Approved this _____ day of _____, 2021.

By _____
Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Scott Slater
Deputy Public Health Director

#20

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By Mathman
Assistant County Attorney

Fiscal Note: FY2122 Expenses/Revenues \$4,020

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement 2 to Contract #5880CRC02 with Iowa Department of Public Health (IDPH) for Iowa Get Screened: Colorectal Cancer Program.

Agenda Date: 6/29/2021

Contact Individual: Scott Slater, 286-3752

Previous Action taken by the Board: Original Contract approved 7/21/20 and Amendment 1 approved 11/24/2020

Board/Commission Actions: N/A

Action requested: Approval

Comply with Policy: Helping people receive health services is one of the ten essential functions of a local health department.

Background: Several years ago, the Iowa Department of Public Health (IDPH) launched the Iowa Get Screened: Colorectal Cancer Program to provide colorectal cancer awareness and screenings to uninsured and underinsured Iowans who meet program eligibility requirements. IDPH is extending the current Contract for an additional year through June 30, 2022, and providing \$4,020 in funding.

Action Impact: This Amendment 2 to Contract #5880CRC02 will enable the Polk County Health Department to provide evidence –based colorectal cancer awareness and screening services to twenty eligible participants ages 50-75 who meet income and screening guidelines. Polk County will be reimbursed \$200 for each participant enrolled.

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
2122	Y	4,020	4,020	N	10223011.77440	10223011.52190

Additional Fiscal Note Information (optional): State dollars

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 through its operation of the Polk County Lead Remediation Program. The Polk County Lead Remediation Program aids in providing lead-safe homes for children in Polk County; and

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

WHEREAS, once a property has been remediated, a three-year declining mortgage in the amount of the lead remediation costs is placed against the property by Polk County, Iowa, with the understanding that if the homeowner remains in the home for a term of three years, the amount of the mortgage is forgiven; and

WHEREAS, a mortgage in the amount of \$3,375.00 was entered into on June 12, 2018, by homeowners Filliberto Lozano and Teresa Rizo; and

WHEREAS, the homeowners have paid in full the three-year mortgage recording in Book 17000 pages 678-687 against property located at 421 E. Livingston Avenue and have met all requirements of the forgivable loan and grant.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves and releases the mortgage on 421 E. Livingston Avenue, and authorizes the Chairperson of the Polk County Board of Supervisors to sign the attached release and requests the Auditor to record this release on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

By _____
Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Scott Slater,
Health Department Deputy Director

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

By 

Assistant County Attorney

Fiscal Note: None

#21

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approve the release of a mortgage on
421 E. Livingston Avenue, Des Moines IA 50315

Agenda Date: June 29, 2021

Contact Individual: Laurie Gust, 286-2276

Previous Action taken by the Board: Yes

Board/Commission Action: The Board of Supervisors approved assistance on
June 12, 2018

Action Requested (Recommended): Approve the release of mortgage and lien on
property located at 421 E. Livingston Avenue
Des Moines, IA 50315

Comply with Policy: Yes

Background:

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. Any property remediated after August, 2013 costing less than \$20,000 will have a three-year declining mortgage in the amount of the lead remediation costs. This amount is placed against the property by Polk County in the form of a three-year forgivable lien. For every year that the homeowner stays in the house 33.3% of the cost of the mortgage is forgiven. A mortgage in the amount of \$3,375.00 was entered into on June 12, 2018, by Filliberto Lozano and Teresa Rizo, recorded in Book 17000 pages 678-687. The homeowners have met all requirements of the forgivable loan and grant.

Action Impact:

Approving this Resolution authorizes the release of the mortgage on the property at 421 E. Livingston Avenue, Des Moines, IA 50315

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
2020-21	Y	N/A	N/A	N		

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 through its operation of the Polk County Lead Remediation Program. The Polk County Lead Remediation Program aids in providing lead-safe homes for children in Polk County; and

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

WHEREAS, once a property has been remediated, a three-year declining mortgage in the amount of the lead remediation costs is placed against the property by Polk County, Iowa, with the understanding that if the homeowner remains in the home for a term of three years, the amount of the mortgage is forgiven; and

WHEREAS, a mortgage in the amount of \$4,849.50 was entered into on May 31, 2018, by homeowner Qulateni M. Habib; and

WHEREAS, the homeowner have paid in full the three-year mortgage recording in Book 16989 pages 208-217 against property located at 2900 Brattleboro Avenue Des Moines, Iowa 50311 and has met all requirements of the forgivable loan and grant.

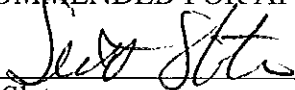
NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves and releases the mortgage on 2900 Brattleboro Avenue Des Moines, Iowa 50311, and authorizes the Chairperson of the Polk County Board of Supervisors to sign the attached release and requests the Auditor to record this release on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

By _____
Angela Connolly
Chairperson

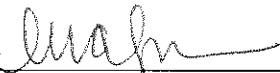
RECOMMENDED FOR APPROVAL:



Scott Slater,
Health Department Deputy Director

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By 

Assistant County Attorney

Fiscal Note: None

#22

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approve the release of a mortgage on
2900 Brattleboro Avenue, Des Moines, IA 50311

Agenda Date: June 29, 2021

Contact Individual: Laurie Gust, 286-2276

Previous Action taken by the Board: Yes

Board/Commission Action: The Board of Supervisors approved assistance on
May 31, 2018

Action Requested (Recommended): Approve the release of mortgage and lien on
property located at 2900 Brattleboro Avenue, Des
Moines, IA 50311

Comply with Policy: Yes

Background:

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. Any property remediated after August 2013 costing less than \$20,000 will have a three-year declining mortgage in the amount of the lead remediation costs. This amount is placed against the property by Polk County in the form of a three-year forgivable lien. For every year that the homeowner stays in the house 33.3% of the cost of the mortgage is forgiven. A mortgage in the amount of \$4,849.50 was entered into on May 31, 2021, by Qulateni M. Habib, recorded in Book 16989 pages 208-217. The homeowner has met all requirements of the forgivable loan and grant.

Action Impact:

Approving this Resolution authorizes the release of the mortgage on the property at 2900 Brattleboro Avenue, Des Moines, IA 50311

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
2020-21	Y	N/A	N/A	N		

RESOLUTION

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

WHEREAS, the Polk County Sheriff's Office currently provides law enforcement services for the City of Johnston in its NW Annexation Territory; and

WHEREAS, the City of Johnston desires to enter into another Agreement for a two-year period from FY 21/22 through FY 22/23; and

WHEREAS, such contracts are authorized and provided for by provisions of the Iowa Code, Chapter 28B; and

WHEREAS, the Polk County Sheriff's Office agrees to provide services to the City of Johnston as outlined in the attached Agreement; and

WHEREAS, the City of Johnston agree to pay the Sheriff's Office the amounts detailed in the attached Agreement; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with the City of Johnston for law enforcement services in its NW Annexation Territory and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

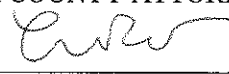
RECOMMENDED FOR APPROVAL:

Frank Marasco Digitally signed by Frank Marasco
Date: 2021.06.21 12:16:07 -05'00'

Frank Marasco
Polk County Sheriff's Office

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

#23

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: City of Johnston Law Enforcement Services Agreement

Agenda Date: 6/29/2021

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

Action Requested (Recommended): Approval of the Agreement as submitted.

Background: The Polk County Sheriff's Office has historically provided law enforcement services for the City of Johnston in its NW Annexation Territory. The legal description of this area and map is included in Addendum A of the Agreement.

Action Impact: To assist the budget planning efforts of Polk County and the City of Johnston, an Agreement has been negotiated that details the provision of law enforcement services. The Agreement is effective July 1, 2021 through June 30, 2023 and may be cancelled by either party by providing not less than one hundred eighty days written notice.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	Y	\$22,380	\$22,380	Y		
22/23	Y	\$23,013	\$23,013	Y		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Sheriff's Office is responsible for issuing Permits to Acquire and Permits to Carry Weapons and for providing Civil Process within Polk County; and

WHEREAS, the citizens of Polk County have a resource through the current Agreement with Permitium, LLC for checking the status of a permit prior to the sale of a weapon, which the Sheriff's Office believes to be a very high priority to ensure the safety of Polk County citizens; and

WHEREAS, Permitium, LLC provides a hosted application and payment collection system at no cost to Polk County, which allows online completion of Permits to Acquire, Permits to Carry a Weapon, and Civil Process application; and

WHEREAS, Permitium, LLC currently provides Permit Search, a hosted application offering real-time search capabilities for the validity of Polk County-issued permits; and

WHEREAS, the Polk County Sheriff's Office recommends continuing to partner with Permitium, LLC to meet the public safety needs, as well providing an option in the application process, for the citizens of Polk County.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with Permitium, LLC and authorizes the Polk County Sheriff to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

Frank Marasco Digitally signed by Frank Marasco
Date: 2021.06.22 15:07:16 -05'00'

Frank Marasco
Polk County Sheriff's Office

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

#24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Permitium, LLC Weapons Permit Software Application and Civil Process Application Agreement.

Agenda Date: 6/29/2021

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

Action Requested (Recommended): The Resolution approves the Agreement between the Polk County Sheriff's Office and Permitium, LLC and authorizes Sheriff Kevin Schneider to sign the Agreement.

Background: The Polk County Sheriff's Office is required by Iowa law to process and issue Permits to Acquire and Permits to Carry Weapons for citizens within Polk County. This is a renewal of the current Agreement approved by the Board of Supervisors on 10/2/2018 in which Permitium, LLC provides an online hosted service Permit Director to Polk County Sheriff's Office for the processing of these permits and the acceptance of payments. Applicants choosing to use this service pay a convenience fee of \$5 which goes to Permitium, LLC. There are no fees to Polk County and the fees charged by Polk County are not changed as a result of renewing this agreement.

Citizens may still apply in person at the Sheriff's Office Field Headquarters and will not be charged a convenience fee. Currently, Permitium, LLC's Permit Search provides sellers a means to check the validity of a Polk County buyer's permit without sharing any personally identifiable information. The results of the search are only "valid" or "invalid".

The Civil Process component of the Agreement continues the existing option for individuals to request civil process functions of the Polk County Sheriff's Office online through use of a credit card. Applicants choosing to use this service pay \$4 for all transactions as an embedded fee which goes to Permitium, LLC. There are no fees to Polk County and the fees charged by Polk County are not changed as a result of renewing this Agreement. Citizens may still apply in person at the Sheriff's Office Civil Division and will not be charged this fee.

Action Impact: Renewal of the Agreement will continue the benefits derived from Permit Director, allows Permitium, LLC to provide the Sheriff's Office with a separate searchable website for weapon permit validity purposes, and provides individuals the option of online access for these services.

Fiscal Note: No fiscal impact to Polk County.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	Y	\$0	\$0			
22/23	Y	\$0	\$0			

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Sheriff's Office has applied for and has been awarded a Byrne Justice Assistance Grant for FY 2021/2022 for the M.I.N.E. Task Force, which is administered by the Polk County Sheriff's Office, a M.I.N.E. Task Force member agency; and

WHEREAS, the total amount of this grant award is \$420,000, which includes a 25% match of \$105,000 which is shared by the grantee M.I.N.E. Task Force agencies; and

WHEREAS, the net award to the M.I.N.E. Task Force is \$315,000; and

WHEREAS, all agencies participating in the Byrne Justice Assistance Grant are required to sign a sub-recipient agreement.

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

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

Frank Marasco Digitally signed by Frank Marasco
Date: 2021.06.22 15:12:34 -05'00'

Frank Marasco
Polk County Sheriff's Office

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Byrne Justice Assistance Grant for the M.I.N.E. Task Force

Agenda Date: June 29, 2021

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

Action Requested (Recommended): Resolution authorizes the receipt of Justice Assistance Grant Program funds from the Iowa Office of Drug Control Policy.

Background: Polk County applied for and has been awarded a Byrne Justice Assistance Grant. The grant is for funding of the M.I.N.E. Task Force, which is administered by the Polk County Sheriff's Office.

Action Impact: Polk County would authorize receipt of the grant award, with a net amount of \$315,000.

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
21/22	Y	\$98,085	\$315,000	Y		
22/23	Y	\$98,085	\$315,000	Y		

Additional Fiscal Note Information (optional): \$98,085 pass-through expense to Newton and Knoxville Police Departments.

RESOLUTION

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

WHEREAS, on May 18th, 2021, the Polk County Procurement Office received public proposals for "Vehicle Towing Services Contract for Polk County," RFP No. 131-2122; and

WHEREAS, the Procurement Office and Sheriff's Office recommends award to the lowest cost, responsive, and responsible respondent; and

WHEREAS, upon analysis, it is determined that the lowest cost, responsive, and responsible respondent to be G&S Service of Des Moines, Iowa; and

WHEREAS, it has been determined that G&S Service of Des Moines, Iowa is the vendor best suited to provide towing services to Polk County; and

WHEREAS, the RFP also serves as the agreement.

NOW, THEREFORE, BE IT RESOLVED, the Polk County Board of Supervisors herein awards RFP No. 131-2122, "Vehicle Towing Services Contract for Polk County" to G&S Service.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY: 1415-032

Frank Marasco
Digitally signed by Frank
Marasco
Date: 2021.06.24 14:44:55 -05'00'

Frank Marasco
Chief Administrative Officer
Polk County Sheriff's Office

FISCAL NOTE: None

#26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution awarding RFP No. 131-2122 "Vehicle Towing Services Contract for Polk County" to G&S Service.

Agenda Date: June 29th, 2021

Contact Individual: Frank Marasco
Chief Administrative Officer
Polk County Sheriff's Office

Previous Action taken by the Board:

Board/Commission Actions:

Action Requested (Recommended): Approve Resolution to award towing services to G&S Service.

Comply with Policy: N/A

Background: On May 18th, 2021 the Polk County Procurement Office received bids for "Vehicle Towing Services Contract for Polk County," RFP No. 131-2122.

Action Impact: This Resolution awards countywide towing to G&S Service. This RFP also serves as the agreement for a three (3) year contract with two (2) one (1) year extensions.

Fiscal Note: None

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	NA					
23/24	NA					

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 provide services to the elderly residents of Polk County through the Elderly Nutrition Program; and

WHEREAS, Polk County currently leases space with the Ankeny Community School District for the operation of a congregate meal site at the Neveln Center, located at 406 SW School Street, Ankeny, Iowa 50021; and

WHEREAS, the current Lease Agreement for use of the above-mentioned property expires on June 30, 2021; and

WHEREAS, on June 7, 2021 the Ankeny Community School District approved the First Addendum to Lease Agreement extending the agreement through June 30, 2022.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the attached First Addendum to Lease Agreement with the Ankeny Community School District and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement.

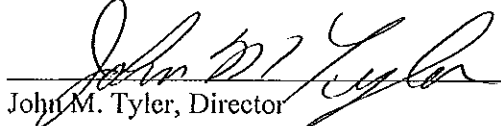
Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

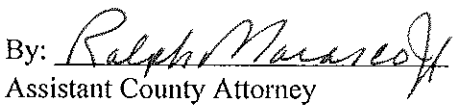
20/21-019

RECOMMENDED FOR APPROVAL:


John M. Tyler, Director
Polk County General Services

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE: Monthly rental fee of \$1,545.00

#27

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving First Addendum to Lease Agreement with the Ankeny Community School District, Inc. for congregate meal site located at the Neveln Center in Ankeny, Iowa.

Agenda Date: June 29, 2021

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

Previous Action taken by the Board: Approval

Action Requested (Recommended): Approval

Comply with Policy: N/A

Background: Polk County currently leases space, at the agreed upon price of \$1,545.00, for the operation of a congregate meal site at the Neveln Center, located in Ankeny, Iowa. The current lease agreement will expire on June 30, 2021. General Services and the Ankeny Community School District have agreed upon the First Addendum to Lease Agreement reflecting no increase in the monthly rental fee. The term of this Lease is July 1, 2021 and expiring June 30, 2022. Should the opening of the new Albaugh Family Senior Community Center, in Ankeny, Iowa move the meal site location, thirty (30) days' notice will be given.

Action Impact:

Fiscal Note: Monthly rental fee of \$1,545.00

Fiscal		Anticipated	Anticipated	Ongoing	If Amendment is Required,	
Year	Budget- ed? (Y/N)	Expense	Revenue	Commitment ? (Y/N)	Expense Account Code	Revenue Account Code
21/22		\$18,540.00				

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED BY _____, SECONDED BY _____,

That the following Resolution be adopted:

WHEREAS, the Director of Human Resources has reviewed its operations, and

WHEREAS, the Director of Human Resources is recommending restructuring that he believes will optimize efficiency of operations, and

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

- Delete one (1) vacant Human Resources Manager position, Management grade 28, range \$103,953-\$137,148.
- Delete one (1) vacant Labor Relations Counsel position, Management grade 32, range \$125,737-\$166,064.
- Reallocate funds to create one (1) Deputy Director of Human Resources position, Management grade 30, range \$114,319-\$150,907.

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

Approved this _____ day of _____ 2021

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

Jeff Edgar

Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

John P. Sarcone
Polk County Attorney

By: *Ralph Marasco*
Assistant County Attorney

FISCAL NOTE: Estimated cost savings is
\$173,769 for FY21/22.

#28

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modifications within the Human Resources Department

Agenda Date: June 29, 2021

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Delete one (1) vacant Human Resources Manager position, Management grade 28, range \$103,953-\$137,148. Delete one (1) vacant Labor Relations Counsel position, Management grade 32, range \$125,737-\$166,064. Reallocate funds to create one (1) Deputy Director of Human Resources position, Management grade 30, range \$114,319-\$150,907.

Comply with Policy: N/A

Background: The Director of Human Resources has reviewed the operational needs of the Human Resources Department. The Director of Human Resources is recommending the following restructuring: delete one Labor Relations Counsel position and one Human Resources Manager position to create one Deputy Director of Human Resources position.

Action Impact: Delete one (1) vacant Human Resources Manager position, Management grade 28, range \$103,953-\$137,148. Delete one (1) vacant Labor Relations Counsel position, Management grade 32, range \$125,737-\$166,064. Reallocate funds to create one (1) Deputy Director of Human Resources position, Management grade 30, range \$114,319-\$150,907.

Fiscal Note: The estimated cost saving is \$173,769 for FY21/22.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
21/22	Y	1	-\$173,769		Y		

Additional Fiscal Note Information (optional): Any cost savings as a result of this resolution will be forfeited from the department to the general fund.

RESOLUTION

MOVED BY _____, SECONDED BY _____,

That the following Resolution be adopted:

WHEREAS, the Director of Information Technology has reviewed operations across all divisions, and

WHEREAS, the Director is recommending restructuring that will optimize efficiency of operations, and

WHEREAS, the Human Resources Department conducted job audits of multiple classifications, and

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

- Reclassify one (1) I.T. Systems Manager position, Management grade 28, range \$103,953-\$137,148, to one (1) Deputy Director of Information Technology position, Management grade 30, range \$114,319-\$150,907.
- Reclassify one (1) vacant Records and Information Systems Coordinator position, Excluded grade 17, range \$61,997-\$81,463, to one (1) Associate Hardware/Software Technician position, Excluded grade 19, range \$68,051-\$89,501.
- Reclassify one (1) Business Analyst position, Excluded grade 23, range \$82,094-\$108,113, to one (1) Software Product Owner I position, Excluded grade 25, range \$90,192-\$118,892.
- Create one (1) Digital Media Specialist, Excluded grade 19, range \$68,051-\$89,501.
- Reclassify one (1) vacant User Acceptance Tester position, Excluded grade 14, range \$53,956-\$70,773, to one (1) Testing/Release Management Administrator position, Excluded grade 23, range \$82,094-\$108,113.
- Reclassify one (1) GIS Analyst position, Excluded grade 18, range \$64,942-\$85,378, to one (1) GIS Architect position, Excluded grade 20, range \$71,319-\$93,800.
- Reclassify one (1) Application Developer position to one (1) ERP Administrator position, no change in pay.
- Reclassify one (1) Associate Web Developer position to one (1) Associate Full Stack Software Developer position, no change in pay.
- Reclassify one (1) Web Developer position to one (1) Full Stack Software Developer position, no change in pay.

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

Approved this _____ day of _____ 2021

POLK COUNTY, IOWA

Angela Connolly
Chairperson

#29

RECOMMENDED FOR APPROVAL:

Jeff Edgar

Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

John P. Sarcone
Polk County Attorney

By: *Ralph Marasco*
Assistant County Attorney

FISCAL NOTE: The estimated cost is
\$167,937 for FY21/22.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modifications within the Information Technology Department

Agenda Date: June 29, 2021

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Reclassify one (1) I.T. Systems Manager position, Management grade 28, range \$103,953-\$137,148, to one (1) Deputy Director of Information Technology position, Management grade 30, range \$114,319-\$150,907. Reclassify one (1) vacant Records and Information Systems Coordinator position, Excluded grade 17, range \$61,997-\$81,463, to one (1) Associate Hardware/Software Technician position, Excluded grade 19, range \$68,051-\$89,501. Reclassify one (1) Business Analyst position, Excluded grade 23, range \$82,094-\$108,113, to one (1) Software Product Owner I position, Excluded grade 25, range \$90,192-\$118,892. Create one (1) Digital Media Specialist, Excluded grade 19, range \$68,051-\$89,501. Reclassify one (1) vacant User Acceptance Tester position, Excluded grade 14, range \$53,956-\$70,773, to one (1) Testing/Release Management Administrator position, Excluded grade 23, range \$82,094-\$108,113. Reclassify one (1) GIS Analyst position, Excluded grade 18, range \$64,942-\$85,378, to one (1) GIS Architect position, Excluded grade 20, range \$71,319-\$93,800. Reclassify one (1) Application Developer position to one (1) ERP Administrator position, no change in pay. Reclassify one (1) Associate Web Developer position, to one (1) Associate Full Stack Software Developer position, no change in pay. Reclassify one (1) Web Developer position to one (1) Full Stack Software Developer position, no change in pay.

Comply with Policy: N/A

Background: Baker Tilly US, LLP was engaged to conduct an organizational management review of the Information Technology Department and evaluate service delivery functions and components. Baker Tilly made various observations and recommendations prompting additional internal review. Specifically, the Director of Information Technology reviewed operations across all divisions and recommended restructuring that will optimize efficiency of operations. The Human Resources Department conducted thorough job analyses of multiple classifications and recommends the position modifications as outlined.

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

Fiscal Note: The estimated cost is \$167,937 for FY21/22.

RESOLUTION

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

WHEREAS, the Human Resources Department has reviewed the Employee Manuals for Deputy Elected Officials, Management/Supervisory and Excluded employees and recommends language modification increasing the deferred compensation matching contribution from 2% to 3%.

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

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

JEH Edg

Jeffrey Edgar, Director of Human Resources

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: *Ralph Maravice Jr*
Assistant County Attorney

FISCAL NOTE: Estimated FY21/22 cost \$54,744.

#30

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approval of FY 21/22 Employee Manuals for Deputy Elected, Management/Supervisory and Excluded Employees

Agenda Date: June 29, 2021

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: Resolution dated May 12, 2020, approving FY 20/21 Employee Manuals for Non-Bargaining Unit Employees.

Action Requested (Recommended): Approval of language modification to the Employee Manuals for Deputy Elected, Management/Supervisory and Excluded employees for fiscal year 2021/2022.

Comply with Policy: N/A

Background: The Human Resources Department is responsible for reviewing and recommending revisions to the Employee Manuals for non-bargaining unit employees. The Human Resources Department is recommending language changes to the FY 21/22 Employee Manuals with respect to deferred compensation, which increases the current matching contribution from 2% to 3% for Deputy Elected, Management/Supervisory and Excluded employees.

Action Impact: Modifies language in the FY 20/21 Employee Manuals for Deputy Elected Officials, Management/Supervisory and Excluded employees.

Fiscal Note: N/A

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
21/22	N	N/A	\$54,744				

RESOLUTION

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

WHEREAS, The Polk County Board of Supervisors provides a Cafeteria plan for its employees, in compliance with section 125 of the Internal Revenue Code, and

WHEREAS, Polk County has contracted with Kabel Business Services (now known as Isolved Benefit Services), to provide administrative services for the Cafeteria plan since 2011, and

WHEREAS, the Consolidated Appropriations Act, 2021 (CAA) provides temporary rules for health and dependent care flexible spending arrangements (FSA) due to the COVID-19 pandemic, and

WHEREAS, the Department of Human Resources recommends authorizing Isolved Benefit Services to amend the plan document to permit the carryover of unused amounts remaining in the health FSA at the end of the 2020 plan year, extend the grace period for the dependent care FSA to 12 months, and allow mid-year changes without a qualifying life event in accordance with the CAA, and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the changes outlined in the attached document with Isolved Benefit 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 _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

Jeff Edgar

Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

John P. Sarcone
Polk County Attorney

By: *Ralph Marascio*
Assistant County Attorney

FISCAL NOTE: Costs are incorporated in the FY 21/22 budget.

#31

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approval to amend plan document with Isolved Benefit Services

Agenda Date: June 29, 2021

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: By resolution dated 05/17/2011 agreement to utilize Kabel Business Services as the provider of Polk County's Cafeteria plan.

Action Requested (Recommended): Approval to amend the Cafeteria plan document as outlined in the attachment.

Comply with Policy: N/A

Background: The Consolidated Appropriations Act, 2021 (the CAA) established special rules for Flexible Spending Arrangements (FSA) to allow employers to amend cafeteria plans and FSAs to assist employees impacted by the COVID-19 pandemic by allowing greater flexibility in spending account balances.

Action Impact: Approval of the attached amendment checklist authorizing Isolved Benefit Services to amend the plan document with the recommended changes.

Fiscal Note: Costs are incorporated in the FY 2021/22 budget.

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
20/21							
21/22							

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, The Polk County Board of Supervisors provides Life and Disability programs for its employees, and

WHEREAS, Polk County has contracted with Voya, Financial as the provider of both programs since January 1, 2019, and

WHEREAS, the Department of Human Resources recommends amending the plan document to remove the age 70 limitation for spouse eligibility for the voluntary accident, critical illness, and hospital coverages offered by Voya, Financial, and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached amendment with Voya, Financial 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 _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

Jeffrey Edgar

Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

John P. Sarcone
Polk County Attorney

By: Ralph Mancoske
Assistant County Attorney

FISCAL NOTE: N/A

#32

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Amend Voya, Financial plan document

Agenda Date: June 29, 2021

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: By resolution dated 11/27/2018 approved Voya, Financial as the service provider for the Life and Disability plans.

Action Requested (Recommended): Approval of plan amendment (attached).

Comply with Policy: N/A

Background: The current plan document restricts an employee's spouse age 70 or older from obtaining coverage under the voluntary critical illness, accident, and hospital indemnity insurance plans offered by Voya. The attached amendment will allow current and future eligible spouses to obtain coverage for the voluntary products.

Action Impact: Approval of the attached plan amendment.

Fiscal Note: N/A

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
20/21							
21/22							

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, The Polk County Board of Supervisors provides health insurance to its eligible employees and retirees, and

WHEREAS, Polk County has contracted with Wellmark Blue Cross/Blue Shield of Iowa (Wellmark) to provide administrative services and stop loss insurance for its self-funded health plan since 2006, and

WHEREAS, On May 18, 2021, the Board of Supervisors approved a renewal of the health plan for one year with Wellmark beginning July 1, 2021, and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached administrative service agreement with Wellmark, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said agreement on behalf of Polk County, Iowa.

NOW, THEREFORE BE IT FURTHER RESOLVED, The Director of Polk County Human Resources, be authorized to execute any and all documents in furtherance of this agreement.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

Jeffrey Edgar
Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

John P. Sarcone
Polk County Attorney

By: Ralph M. Muesel Jr.
Assistant County Attorney

FISCAL NOTE: Costs are incorporated in the FY 21/22 budget.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approval of Administrative Service Agreement with Wellmark Blue Cross/Blue Shield of Iowa

Agenda Date: June 29, 2021

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: By resolution dated 04/04/2005 original contract approved. By resolution dated 12/09/2014, amendment approving benefit modifications. By resolution dated 03/14/2017 approved contract renewal effective 07/01/2017. By resolution dated 05/18/2021 approved contract renewal effective 07/01/2021.

Action Requested (Recommended): Approval of administrative service agreement with Wellmark BC/BS of Iowa

Comply with Policy: N/A

Background: On May 18, 2021 the Polk County Board of Supervisors approved the renewal of Wellmark's contract for a one year period beginning July 1, 2021. The attached service agreement reflects modifications agreed upon between Polk County and Wellmark as stated in the approved renewal documents.

Action Impact: Approval of the attached administrative service agreement with Wellmark BC/BS of Iowa.

Fiscal Note: Costs are incorporated in the FY 2021/22 budget.

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
20/21							
21/22							

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, pursuant to the provisions of Iowa Code chapter 670, Polk County, Iowa, is a self-insured municipality insuring itself, its officers, employees and agents against risk, tort liability and loss occurring in the ordinary scope of governmental actions and duties; and

WHEREAS, in concert with such self-insurance program, it is in the interest of Polk County to also acquire excess liability, property and casualty, workers' compensation and additional coverage as needed for protection against risk, liability and loss; and

WHEREAS, the Risk Management Division of Polk County Human Resources has completed a competitive procurement through a Request for Proposals for insurance services; and

WHEREAS, Polk County initially entered into an Agreement with TrueNorth Companies, LC to provide these insurance services; and

WHEREAS, Polk County subsequently discovered TrueNorth Companies' submitted proposal did not comply with the RFP specifications, terms, conditions and was unable to perform and/or secure the specific types of insurance and/or coverage amounts specified; and

WHEREAS, the Risk Management Division of Polk County Human Resources recommends immediately terminating the Agreement with TrueNorth Companies, LC and awarding a contract for excess liability insurance services to Jester Insurance Services, Inc. as its response to the Request for Proposals provides Polk County with the best overall value for such services and meets all Request for Proposal requirements.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa immediately terminates the Agreement with TrueNorth Companies, LC pursuant to sections 1.5.1.4 and 1.5.2.1 of the Agreement and approves the award for insurance services to Jester Insurance Services, Inc., and authorizes the Procurement Supervisor to issue the termination notice and authorizes the Chairperson of the Polk County Board of Supervisors to sign the Agreement for Excess Liability Insurance Services with Jester Insurance Services, Inc. on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

#34

RECOMMENDED FOR APPROVAL:

Jeff Edgar

Jeffrey Edgar, Human Resources Director
Polk County Human Resources Department
APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: *Ralph Mancuso*
Assistant County Attorney

FISCAL NOTE: See Agenda Memorandum.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Terminate Current Agreement and Approve Award of Contract for Excess Liability Insurance Services

Agenda Date: June 29, 2021

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: By resolutions dated May 13, 2014, and June 27, 2006, awarding of contracts to Jester Insurance Services, Inc., for insurance services; June 8, 2021 awarding contract for insurance services to TrueNorth Companies, LC.

Action Requested (Recommended): Approval of Risk Management's recommendation to award a contract for excess liability insurance services to Jester Insurance Services, Inc.

Comply with Policy: N/A

Background: In concert with its self-insurance program, Polk County acquires excess liability, property and casualty, workers' compensation and additional coverages as needed for protection against risk, liability and loss. The Risk Management Division of the Human Resources Department recently completed a competitive procurement in which it solicited insurance services proposals in response to a Request for Proposals ("RFP") for excess liability insurance services. Polk County initially entered into an Agreement with TrueNorth Companies, LC to provide insurance services. Polk County subsequently discovered TrueNorth Companies' submitted proposal did not comply with the RFP specifications, terms, conditions and was unable to perform and/or secure types of insurance and/or coverage amounts specified. Accordingly, the Risk Management Division of the Human Resources Department recommends immediate termination of the Agreement with TrueNorth Companies LC, and that Jester Insurance Services, Inc., be awarded a contract for insurance services as its response to the RFP provides Polk County with the best overall value for such services and meets all RFP requirements.

Action Impact: Approve award of contract for insurance services to Jester Insurance Services, Inc.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
21/22	N	0	\$1,398,801				
22/23	N	0	\$1,398,801				

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED BY _____ **SECONDED BY** _____

that the following Resolution by adopted:

WHEREAS, Polk County has implemented provisions of GASB Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions for fiscal year-end financial reporting, and

WHEREAS, the listing of committed fund balances for financial reporting purposes in conformity with GASB 54 needs to be updated to include the Mitigation Bank-Conservation Special Revenue Fund.

BE IT RESOLVED that the following fund balances are hereby committed for the purposes denoted by the name of the fund, in conformity with provisions of GASB 54:

Community Betterment Fund
Economic Development Fund
Conservation Special Project Fund
County Attorney Collection Incentive Fund
Contingency Reserve Fund
Mitigation Bank-Conservation Fund
Capital Improvements Projects Fund

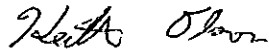
BE IT FURTHER RESOLVED that the Budget Officer is authorized to continue to determine assignments of fund balances for financial reporting purposes.

Approved this ____ day of _____, 2021.

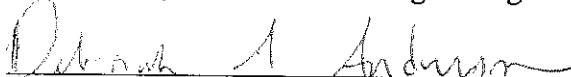
POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:



Keith Olson, Central Accounting Manager



Deb Anderson, Budget Officer

Fiscal Impact: None

#35

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution updating the listing of committed fund balances for fiscal year-end financial reporting in conformity with Governmental Accounting Standards Board (GASB) Statement 54.

Agenda Date: June 29, 2021

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

Background: On June 23, 2020 the Board approved a resolution that committed fund balances in conformity with the GASB 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The listing of committed fund balances needs to be updated to include the Mitigation Bank-Conservation Special Revenue Fund.

Action Impact: Authorizes the commitment of Mitigation Bank-Conservation fund balances in accordance with the provisions of GASB 54.

Fiscal Note: No fiscal impact.

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, certain cash transfers may be needed to execute various Board directives and to close the County's financial records for FY 20/21; and

WHEREAS, Section 331.432 of the Iowa Code states that interfund transfers are not effective until authorized by Board resolution; and

WHEREAS, the amounts for certain transfers cannot be determined until preliminary financial results for the year are available,

NOW, THEREFORE, BE IT RESOLVED, that the Budget Manager shall determine the appropriate June 30, 2021, transfer to maintain a Risk Management Internal Service Fund cash basis ending fund balance of \$5,000,000, and the County Auditor and County Treasurer shall transfer the determined amount from the General Supplemental Fund to the Risk Management Internal Service Fund.

BE IT FURTHER RESOLVED, that the County Auditor and County Treasurer, in conjunction with the Budget Manager, are authorized to make additional year-end or fund close-out cash transfers and expenditure allocations necessary to enable the County to implement Board action concerning County enterprises and to remain in compliance with applicable sections of the Iowa Code.

Approved this _____ day of June, 2021.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:

Keith Olson

Keith Olson, Central Accounting Manager

Deborah A. Anderson

Deb Anderson, Budget Manager

#36

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing FY 20/21 year end transfers

Agenda Date: June 29, 2021

Contact Individual: Deb Anderson, Budget Manager
Board of Supervisors Office
Phone: 515-286-3016

Background: Per Section 331.432 of the Iowa Code, all transfers must be approved by the Board of Supervisors. During year-end closing activities, it is necessary to transfer funds and reallocate expenditures to maintain appropriate balances in various reserve funds and satisfy various Board directives including economic and community development grants and County enterprises.

Action Impact: Upon completion of year-end journal entries, the Budget Manager will prepare a final schedule of cash transfers to be executed. A complete listing of these transfers will be available upon request.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
20/21	N	N/A	Unknown	Unknown	N		

Additional Fiscal Note Information (optional): No net change in total fund balances (statutory and administrative funds combined).

RESOLUTION

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

WHEREAS, as part of the County's normal budget process, the Board of Supervisors authorizes various cash transfers between funds; and

WHEREAS, a blanket authorization for the County Auditor and County Treasurer to execute such transfers, at the request of the Budget Manager, is an efficient method of complying with Iowa Code provisions concerning Board approval of interfund transfers;

NOW, THEREFORE, BE IT RESOLVED, that the County Auditor and County Treasurer are hereby authorized during FY 21/22 to execute transfers authorized by the Board of Supervisors as part of the initial budget approval or subsequent budget amendment approval processes.

Approved this _____ day of June, 2021.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:

Keith Olson

Keith Olson, Central Accounting Manager

Deborah A. Anderson

Deb Anderson, Budget Manager

Fiscal Impact: Allows only for the execution of transfers authorized by the Board of Supervisors through the budget process or subsequent Board actions.

#37

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing FY 21/22 transfers

Agenda Date: June 29, 2021

Contact Individual: Deb Anderson, Budget Manager
Board of Supervisors Office
Phone: 515-286-3016

Background: Per Section 331.432 of the Iowa Code, all transfers must be approved by the Board of Supervisors. During the normal course of business, it is necessary to transfer funds in accordance with the approved annual budget.

Action Impact: The Budget Manager maintains a cash transfer schedule for budgeted transfers. Adjustments to the annual transfer schedule will be included in subsequent FY 21/22 amendments.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
21/22	N	N/A	None	None	N		

Additional Fiscal Note Information (optional): No net change in total fund balances (statutory and administrative funds combined) will result from any transfer activities. However, individual fund balances may be impacted.

RESOLUTION

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

WHEREAS, Section 331.434(6) of the Iowa Code requires the Board of Supervisors to appropriate by resolution the amounts deemed necessary for each of the County offices and departments during the ensuing fiscal year for all statutory budget funds; and

WHEREAS, the Polk County Auditor requires sufficient time to close and balance the County's books for Fiscal Year 20/21;

NOW, THEREFORE, BE IT RESOLVED, that as a temporary measure, the Polk County Board of Supervisors hereby appropriates for FY 21/22 the sums reflected in the attached appropriation summary.

Approved this _____ day of June, 2021.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:

Keith Olson
Keith Olson, Central Accounting Manager

Deborah A. Anderson
Deb Anderson, Budget Manager

Fiscal Note: Makes appropriations as set forth in the FY 21/22
budget that was certified March 23, 2021

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution appropriating FY 21/22 budget

Agenda Date: June 29, 2021

Contact Individual: Deb Anderson, Budget Manager
Board of Supervisors Office
Phone: 515-286-3016

Background: On March 23, 2021, the Polk County Board of Supervisors certified the FY 21/22 budget. Section 331.434(6) of the Iowa Code requires that the Board appropriate expenditure of these funds by resolution.

Action Impact: This resolution temporarily appropriates funds by Service Area, Office/Department and Fund. Appropriations may be adjusted any time during the year per Code guidelines. Polk County typically amends the budget and makes significant appropriation adjustments periodically through the fiscal year after consideration and approval by the Board.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
21/22	N	N/A	No change to budget as certified	No change to budget as certified	N		

Additional Fiscal Note Information (optional): This resolution does not alter the amount of property taxes, total expenditures, or estimated revenues as compared to the FY 21/22 budget certified to the State in March 2021.

RESOLUTION

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

WHEREAS, at certain times during the fiscal year, various County funds may experience temporary cash basis deficit fund balances; and

WHEREAS, the County Auditor and County Treasurer have devised and used the mechanism of interfund loans to cover temporary cash basis deficit fund balances; and

WHEREAS, Section 331.477 of the Iowa Code states that temporary interfund loans are required to be authorized by Board resolution;

NOW, THEREFORE, BE IT RESOLVED, that the County Auditor and County Treasurer are hereby authorized to continue their practice of making necessary interfund loans during FY 21/22 to offset temporary cash basis deficit fund balances.

BE IT FURTHER RESOLVED, that the County Auditor, in conjunction with the Budget Manager, is hereby authorized to determine which funds are to be included in the interfund loan process during FY 21/22.

Approved this _____ day of June, 2021.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:

Keith Olson
Keith Olson, Central Accounting Manager

Deborah A. Anderson
Deb Anderson, Budget Manager

Fiscal Impact: None – Resolution does not alter
appropriation authority

#39

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing the use of interfund loan pools for FY 21/22

Agenda Date: June 29, 2021

Contact Individual: Deb Anderson, Budget Manager
Board of Supervisors Office
Phone: 515-286-3016

Background: Section 331.477 of the Iowa Code provides for temporary interfund loans as approved by the Board of Supervisors. Historically this process has been more effectively administered through the creation of standard Interfund Loan Pools. The pre-established pools allow for seamless operations should one of the funds in the pool experience a temporary cash shortfall during the fiscal year.

Action Impact: Authorizes the establishment of interfund loan pools for FY 21/22

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
21/22	N	N/A	None	None	N		

Additional Fiscal Note Information (optional): This resolution has no impact on expenditures or anticipated revenues for FY 21/22. Polk County has not historically charged interest between funds for temporary cash flow financing.

RESOLUTION

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

WHEREAS, the County has entered into Administrative Services Only (ASO) agreements with Wellmark and Delta Dental for employee health and dental insurance for FY 21/22, and

WHEREAS, under the ASO agreements, Wellmark and Delta Dental use an automated clearinghouse (ACH) process to obtain funds from the County on a periodic basis to cover health and dental insurance claims, and

WHEREAS, the County Auditor's Office, County Treasurer's Office and Human Resources Department have utilized the ACH process over the past several years to facilitate timely payment of health and dental insurance claims, and

WHEREAS, approval of a subsequent bill list disclosing the amounts of the ACH transactions is a ratification of payments under these contracts,

NOW, THEREFORE, BE IT RESOLVED, that the Polk County Auditor, Treasurer and Human Resources Department are hereby authorized to continue to utilize an ACH process on the timeframes called for by Wellmark and Delta Dental for payment of claims.

Approved this _____ day of June, 2021.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:

Keith Olson

Keith Olson, Central Accounting Manager

Deborah A. Anderson

Deb Anderson, Budget Manager

Fiscal Impact: None

#40

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing continued use of ACH process for payment of health and dental claims

Agenda Date: June 29, 2021

Contact Individual: Keith Olson, Central Accounting Manager
Auditor's Office
Phone: 515-286-3418

Background: The County has used an ACH process for the past several years to facilitate timely payment of health and dental claims.

Action Impact: This resolution authorizes the continued use of the ACH process on the timeframes called for by Wellmark and Delta Dental for the payment of claims.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
21/22	N	N/A	None	None	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Section 331.506(3) of the Iowa Code provides that the Board of Supervisors may, by resolution, authorize the County Auditor to issue checks without the prior approval of the Board for certain items; and

WHEREAS, the same Code section directs that bills paid prior to Board approval be submitted to the Board for review and approval at the next meeting following the payment; and

WHEREAS, it is in the best interest of the County to direct the County Auditor to continue to issue such checks as are necessary to maintain good business relationships with County vendors;

NOW, THEREFORE, BE IT RESOLVED, that the County Auditor is hereby formally authorized to issue checks without prior Board approval for the purposes outlined in Iowa Code, Section 331.506(3) and for other purposes as may be deemed to be in the best interests of the County during FY 21/22.

BE IT FURTHER RESOLVED, that bills relating to such checks shall be submitted to the Board for approval at the next meeting following payment. However, it shall not be necessary for the Board to approve checks that are simply replacing lost checks, correcting billing errors, or paying payroll taxes, payroll deductions or mandatory employee benefits.

Approved this _____ day of June, 2021.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:

Keith Olson

Keith Olson, Central Accounting Manager

Deborah A. Anderson

Deb Anderson, Budget Manager

Fiscal Impact: None – The resolution does not alter appropriation authority.

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing the Polk County Auditor to issue manual checks during FY 21/22

Agenda Date: June 29, 2021

Contact Individual: Keith Olson, Central Accounting Manager
Auditor's Office
Phone: 515-286-3418

Background: Section 331.506(3) of the Iowa Code specifies that the Board of Supervisors, by resolution, may authorize the County Auditor to issue checks for certain items without the prior approval of the Board. Such checks may be processed outside the normal payment cycle when it is deemed to be in the best interest of the County. Examples include checks to maintain good business relationships with county vendors and checks to meet required payment schedules for certain payroll taxes and IPERS contributions that require processing outside the normal bill payment cycle.

Action Impact: When in the best interest of the County, the County Auditor is given authority to issue checks prior to Board approval for various expenses. Items processed in this fashion (excluding payroll taxes, deductions and mandatory employee benefits) will be included on the following bill list for Board review and approval.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
21/22	N	N/A	None	None	N		

Additional Fiscal Note Information (optional): This resolution does not authorize expenditures outside the normal budget parameters.

RESOLUTION

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

WHEREAS, at certain times during the fiscal year, it becomes necessary for the County to establish new funds in accordance with Section 331.431 of the Iowa Code to facilitate accounting for new projects or to allow for fund type reclassifications; and

WHEREAS, at certain times it is desirable to delete funds that are no longer being used by the County;

NOW, THEREFORE, BE IT RESOLVED, that the County Auditor, in conjunction with the Budget Manager, is hereby authorized to add new funds to the County's chart of accounts during FY 21/22 which are deemed to be in the best interest of the County and in accordance with generally accepted accounting principles.

BE IT FURTHER RESOLVED, that the County Auditor, in conjunction with the Budget Manager, is hereby authorized to delete inactive funds from the County's chart of accounts during FY 21/22 after all cash has been expended or ending cash balance has been transferred to another fund.

BE IT FURTHER RESOLVED, that the County Auditor and County Treasurer, in conjunction with the Budget Manager, are authorized to transfer cash balances between funds as may be necessitated by the creation or deletion of funds.

Approved this _____ day of June, 2021.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:

Keith Olson

Keith Olson, Central Accounting Manager

Deborah A. Anderson

Deb Anderson, Budget Manager

Fiscal Impact: None. The resolution allows for accounting changes and does not impact the authorized appropriations.

#42

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing the creation or deletion of funds within Polk County's chart of accounts during FY 21/22

Agenda Date: June 29, 2021

Contact Individual: Deb Anderson, Budget Manager
Board of Supervisors Office
Phone: 515-286-3016

Background: Section 331.431 of the Iowa Code provides for the addition or deletion of funds in the County's chart of accounts throughout the fiscal year to more accurately reflect County activities or provide for changes in reporting guidelines and County functions or special projects.

Action Impact: This resolution authorizes the County Auditor, in conjunction with the Budget Manager, to create or delete funds as deemed necessary. Examples include creation of a new capital outlay fund to record expenditures for a specific project, deletion of a capital project fund at completion of the project, and fund adjustments required by new GAAP or state guidelines.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
21/22	N	N/A	None	None	N		

Additional Fiscal Note Information (optional): This resolution does not authorize expenditures outside the normal budget parameters or change the total amount of Board authorized appropriations.

RESOLUTION

MOVED by _____ **SECONDED** by _____

that the following Resolution be adopted:

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

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

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

WHEREAS, in addition, from time to time the Assessor discovers unqualified owners have improperly been receiving the credit. The Polk County Assessor recommends the credit be disallowed for 17 such parcels for the taxable years noted on the attached sheet; and,

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

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

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

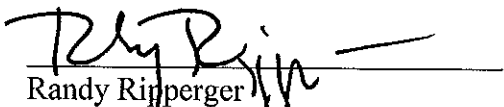
BE IT FURTHER RESOLVED, that the Polk County Assessor be directed to communicate the disallowance information to the Iowa Department of Revenue.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Randy Ripperger
Polk County Assessor

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

#43

By: Ralph Munaco Jr
Assistant County Attorney

FISCAL NOTE: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the recommendations of the Polk County Assessor for allowances and denials of the Homestead Tax Credits.

Agenda Date: June 29, 2021

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

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Item Type & Title: Resolution approving the recommendations of the Polk County Assessor for disallowances of the Homestead Tax Credits.

Background: There is a Homestead Tax Credit under Iowa Code 425.1 that provides a property tax credit on the homestead of an eligible property owner. The Credit is available for certain property owners that satisfy specific statutory criteria. To receive this Credit, property owners must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria. In addition, from time to time the Assessor discovers unqualified owners have improperly been receiving the credit. The Polk County Assessor recommends the credit be disallowed for 17 such parcels for the taxable years noted on the attached sheet.

Action Impact: The passage of this resolution approves the recommendations of the Polk County Assessor for disallowances of the Homestead Tax Credits.

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
20/21	N				N		

RESOLUTION

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

WHEREAS, the Polk County has a warehouse containing used furniture that is at times auctioned or donated; and,

WHEREAS, Pi515, a 501c3 nonprofit, has requested a donation of used furniture; and,

NOW, THEREFORE BE IT RESOLVED that Polk County hereby approves the donation of used furniture to Pi515 to further the public purpose of providing education to underserved youth in Central Iowa.

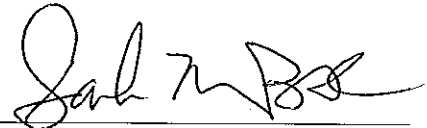
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the donation of furniture to Pi515.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Polk County Board of Supervisors

FISCAL NOTE: NA

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving donation of excess furniture to Pi515 (501c3 nonprofit).

Agenda Date: June 29, 2021

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: NA

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County has a storage of excess furniture that is at times, auctioned or donated. A donation was requested from Pi51 a 501c3 non-profit organization that serves a public purpose of educating underserved youth in Central Iowa.

Action Impact: The passage of this resolution approves donation of furniture.

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
20/21	Y		NA				

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____ Seconded by _____

that the following Resolution be adopted:

WHEREAS, Orchard Place Foundation is a 501 c3 non-profit organization that develops strong futures for children with emotional and behavioral challenges; and,

WHEREAS, Orchard Place Foundation is seeking a Polk County Community Development Grant to assist with a capital improvement project at its PACE program location. The PACE program is Orchard Place's community based branch that provides viable solutions to youth who live at home, but are challenged with mental health and behavioral issues. The at risk youth are provided support services that will benefit their future, as well as, the community; and,

WHEREAS, Orchard Place Foundation is requesting a Community Development Grant to focus on the replacement of an HVAC unit, control system, and updating carpet and paint for the PACE program facility located 620 8th St., Des Moines, Iowa (District/Parcel 030/02640-001-000) and 807 High St., Des Moines, Iowa District/Parcel 030/02640-001-000). Also, described as LTS 1, 2, 3 & 8 BLK 1 HOLCOMBS ADDITION at the Polk County Assessor's Office; and,

WHEREAS, the Polk County Board of Supervisors specifically desires to participate and assist in the costs related to this improvement project. The facility improvements will allow the PACE program to fulfill its public purpose to serve at risk youth with mental health and behavioral support services; and,

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

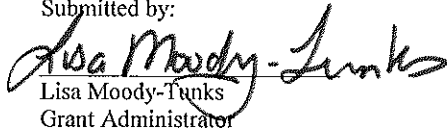
BE IT FURTHER RESOLVED, Polk County, Iowa approved the terms of the attached Agreement, with a Community Development Grant Award for \$100,000.00 from gaming revenue, for the public purpose of updating the PACE facility to better serve at risk youth and their families with mental health services and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chair

Submitted by:


Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By:


Assistant Polk County Attorney

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

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant to Orchard Place Foundation which is a 501c3 non-profit organization.

Agenda Date: June 29, 2021

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

Previous Action taken by the Board: Sponsorship award-March 30, 2021 for \$10,000.00.

Board/Commission Actions: N/A

Action Requested (Recommended): Approval of a \$100,000.00 Community Development Grant to Orchard Place Foundation.

Comply with Policy: Yes

Background: Orchard Place Foundation is a 501 c3 non-profit organization seeking a Polk County Community Development Grant to support the PACE program which serves at risk youth and their families. The PACE program is Orchard Place's community based branch that provides viable solutions to youth who live at home, but are challenged with mental health and behavioral issues. The Pace program is located at 620 8th St., Des Moines, Iowa (District/Parcel 030/02640-001-000) and 807 High St., Des Moines, Iowa (District/Parcel 030/02640-001-000). Also, described as LTS 1, 2, 3 & 8 BLK 1 HOLCOMBS ADDITION at the Polk County Assessor's Office. Orchard Place Foundation is requesting funding to support replacing an HVAC unit, control system, update carpet and paint for the PACE program facility. The facility updates will better serve the mental health and behavioral needs of our youth, their families and the community.

Action Impact: This resolution will award \$100,000.00 of gaming revenue to Orchard Place Foundation and authorizes the Chair to sign the attached agreement.

Fiscal Note: Community Development Grant Awards Paid with Gaming Revenue

Fiscal	New	# of New	Anticipated	Anticipated	Budget	If Amendment is Required,	
Year	Budget Item? (Y/N)	Position(s) Required	Expense	Revenue	Amendment Required? (Y/N)	Expense Account Code	Revenue Account Code
21/22	Y		\$100,000.00			40109032.79410	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County has historically provided locations to offer respite from extreme heat or cold to individuals who do not have access to air conditioning or heat during extreme weather events;; and,

WHEREAS, Polk County's network of community centers have the capacity to serve this critical public health support; and,

WHEREAS, Polk County desires to make the following Polk County community center locations available as cooling or warming shelters during periods of extreme weather:

Northwest Community Center
5110 Franklin Ave Des Moines, Ia
PH 279-2767 Fax 279-2753

Norwoodville Community Center
3077 NE 46th Ave Des Moines, Ia
PH 266-5794 Fax 263-9099

Central Senior Center
2008 Forest Ave Des Moines, Ia
PH 286-3677 Fax 323-5276

Eastside Senior Center
1231 E. 26th St Des Moines, Ia
PH 265-8461 Fax 265-4131

Southside Senior Center
100 Payton St Des Moines, Ia
PH 287-0092 Fax 953-0660

Northside Community Center
3010 6th Ave Des Moines, Ia
PH 288-1524 Fax 284-1663

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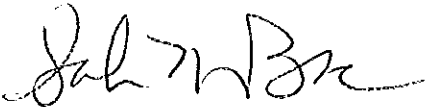
NOW, THEREFORE BE IT RESOLVED that Polk County hereby approves the attached MOU and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Polk County Board of Supervisors

FISCAL NOTE: NA

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving MOU with Polk County Emergency Management designating Polk County community centers as cooling or warming centers during periods of extreme heat or cold.

Agenda Date: June 29, 2021

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: NA

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County has responded to extreme weather by providing shelter for those who do not have access to air conditioning or heat during periods of extreme weather.

Action Impact: The passage of this resolution approves MOU.

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
20/21	Y		NA				

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ SECONDED by _____

that the following Resolution be adopted:

WHEREAS the Des Moines Area Regional Transit Authority provides public transportation across the Greater Des Moines Region;; and,

WHEREAS, Polk County is an employer in the region that supports transit ridership by its employees; and,

WHEREAS, both parties believe more ridership can be achieved if the fare payment process for Polk County employees can be simplified so that employees only have to show their Polk County identification badge to ride DART buses.

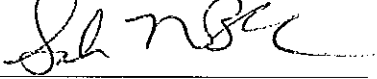
NOW, THEREFORE BE IT RESOLVED that the Polk County Board of Supervisors hereby approves and authorizes the Chairperson of the Polk County Board of Supervisors to sign the attached agreement with the Des Moines Area Regional Transit Authority on behalf of Polk County, Iowa that will allow Polk County employees and all persons who work in a building owned or operated by Polk County to ride all DART bus services at no cost to the Polk County riders.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Polk County Board of Supervisors

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

By: Ralph Marand
Assistant County Attorney

FISCAL NOTE: FY21/22 \$50,000
FY22/23 \$50,000
FY23/24 \$50,000
FY24/25 \$50,000
FY25/26 \$50,000

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving an agreement between Polk County and Des Moines Regional Transit Authority for Polk County employee unlimited access ridership.

Agenda Date: June 29, 2021

Contact Individual: Sarah Boese
Board of Supervisors
286-2125

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County is an employer that supports transit ridership by its employees. The attached agreement shall allow Polk County employees and all persons who work in a building owned or operated by Polk County to ride all DART bus services at no cost to the Polk County riders when they show a valid Polk County identification badge upon boarding.

Action Impact: Approval and authorize the Chair to sign the attached 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
21/22	Y		\$50,000		N	50106320.79410	
22/23	Y		\$50,000			50106320.79410	
23/24	Y		\$50,000			50106320.79410	
24/25	Y		\$50,000				
25/26	Y		\$50,000				

Additional Fiscal Note Information (optional):