

POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE – ROOM 120
JUNE 1, 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 applications for Cigarette/Tobacco/Nicotine/Vapor Permits for the following:
- | | |
|---------------|---------------------------------|
| Git-N-Go #25 | 4224 NW 2 nd Street |
| Outer Limits | 6560 NE 14 th Street |
| QuikTrip #538 | 4575 NW 2 nd Street |
| QuikTrip #562 | 4801 NE 14 th Street |

RESOLUTIONS

- *7. Resolution approving the Preliminary Plat of Timber Valley Estates.
8. Resolution approving position modifications within the Board of Supervisors Office.
9. Resolution approving position modification within the Public Works Department.
10. Resolution approving position modification within the Health Department.
- *11. Resolution approving Amendment to Agreement with iWebVisit.com (for services to the Jail).
- *12. Resolution approving Agreement with iLobby Corp. (to provide equipment for automated screening, validating, and monitoring of professional visits).
- *13. Resolution approving Sixth Amendment to Agreement with Trinity Services Group, Inc. (to extend commissary service to the Jail).
- *14. Resolution authorizing settlement of a civil litigation claim (Sargent).
15. Resolution encouraging unvaccinated Polk County staff and visitors to wear face coverings in Polk County facilities.
16. Resolution approving funding for COVID-19 vaccination promotion campaign.
17. Resolution approving funding for Court Avenue permitted entertainment district. (Deferred from May 25, 2021).
18. Resolution approving various sponsorships.
19. Resolution appointing individuals to various Boards and Commissions.

BUDGET ACTIONS

20. Memorandum of Budget Actions.

APPOINTMENTS

21. Memorandum of Appointments.

ADJOURNMENT

**Asterisk denotes attachments to items are on file in the Auditor's Office, 111 Court Avenue,
Des Moines, 515-286-3080 Monday through Friday, 8:00 a.m. – 5:00 p.m.*

For the full text of Resolutions, visit our website at: <https://www.polkcountyiowa.gov/auditor/administration/>

In accordance with the Governor's Proclamation dated March 19, 2020, this public meeting will be held electronically pursuant to section 21.8 of the Code of Iowa.

Join Zoom Meeting

<https://polkcountyiowa-gov.zoom.us/j/94723670014?pwd=YXlhWjlpQXh0cGxpbnFNEb0tTOEVUZz09>

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/u/aQaCg3w9O>

RESOLUTION

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

WHEREAS, the owners of land located in Section 32, Township 80 North, Range 24 West of the 5th P.M. (Crocker Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision preliminary plat known as Timber Valley Estates; and

WHEREAS, the major subdivision preliminary plat proposes 19 single-family residential lots and three (3) outlots on approximately 32 acres of land with the lots being served by two (2) internal subdivision roadways; and

WHEREAS, the owners have complied with all codes and ordinances for the unincorporated territory of Polk County, Iowa, except the following subdivision ordinance requirements: 1) Maximum cul-de-sac length greater than 600-feet and 2) Flag lots shall not exceed one (1) acre in size in areas with public sanitary sewer; and

WHEREAS, the owner/developer requests the following waivers from the subdivision ordinance requirements to permit the subdivision roadways to have a total length of 1,150-feet and 1,188-feet, which includes the cul-de-sac turn arounds; and to allow the flag lot size to be greater than one (1) acre for lot 10 (1.71-acres) and lot 11 (2.47-acres); and

WHEREAS, the Polk County Zoning Commission on April 26, 2021, voted four (4) for approval and two (2) in opposition with zero (0) absent to recommend approval of the major subdivision preliminary plat of Timber Valley Estates, in accordance with staff's recommendation including the requested waivers.

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

Sewer Service:	WRA Sanitary Sewer
Water Service:	Des Moines Water Works
Zoning:	"RR" Rural Residential District
Platted by:	Lundstrom, LLC (property owner) & Strahan Construction (developer)
Engineer:	Civil Design Advantage
Location:	Located approximately 350-feet northeast of the NW 37 th Street and NW 75 th Place intersection
Township:	Crocker

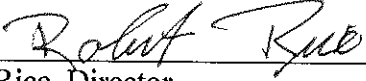
Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

#7

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. 74-21 approving the Preliminary Plat of Timber Valley Estates.

Agenda Date: June 1, 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 April 26, 2021 and voted four (4) in favor and two (2) opposed, with zero (0) absent, on a motion to recommend approval of the Preliminary Plat of Timber Valley Estates, in accordance with staff's recommendation for approval. The approval recommendation was also based on the following waivers of the Subdivision Ordinance requirements: 1) Waiver of the cul-de-sac length being greater than 600-feet; and, 2) Waiver of the flag lot size exceeding 1-acre in areas with public sanitary sewer.

Action Requested (Recommended): Approval

Comply with Policy: Yes. The Plat complies with the requirements of the Polk County Zoning and Subdivision Ordinances, pending approval of the two (2) waiver requests.

Background: The Plat proposes 19 single-family residential lots, three (3) outlots and two (2) street lots on approximately 32 acres of land zoned "RR" Rural Residential District. This item first went to Zoning Commission on January 25, 2021. The developer is utilizing the cluster development option requiring a minimum of 25% of the property as permanent open space with the proposed open space as 42% within the three (3) outlots. The proposed lots range in size between 21,274 to 107,781 square feet (2.47-acres). Woodland protection easements are proposed to provide protection of existing young and mature woodlands in addition to 1.1-acres of woodland mitigation provided for the development. The property will be served by Des Moines Water Works and public sanitary sewer.

Action Impact: Approval of the Preliminary Plat allows for preparation and submittal of construction plans for staff review. Following completion of the subdivision improvements, a final plat will be prepared. 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

Timber Valley Estates Preliminary Plat

PLAT INFORMATION: This major subdivision preliminary plat proposes 19 single-family lots, three (3) outlots and two (2) cul-de-sac street extensions on approximately 32 acres zoned "RR" Rural Residential District. The subject property is located approximately 350-feet northeast of the NW 37th Street and NW 75th Place intersection, located within Section 32 of Crocker Township.

TOWNSHIP: Crocker

SEWER: WRA Sanitary Sewer

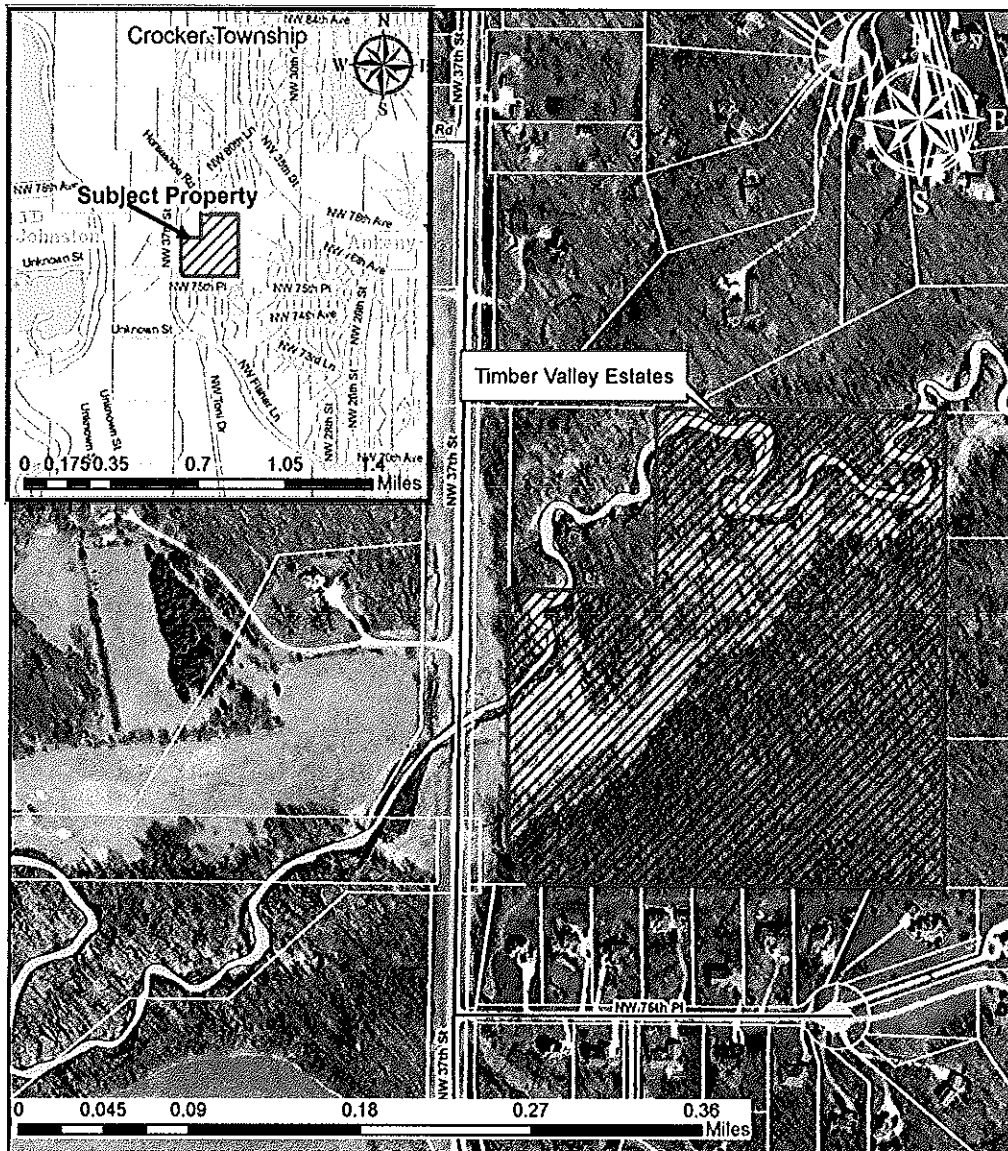
WATER: DMWW

OWNER: Lundstrom, LLC

DEVELOPER: Strahan Construction

SURVEYOR/ENGINEER: Civil Design Advantage, LLC

Vicinity Map:



RESOLUTION

MOVED BY _____, SECONDED BY _____,

That the following Resolution be adopted:

WHEREAS, the County Administrator has reviewed the operations of the Procurement Division, and

WHEREAS, the County Administrator is recommending relocation of the Procurement Division from the Human Resources Department to the Board of Supervisors' Office, and

WHEREAS, the County Administrator 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 Planning Specialist, Excluded grade 22, range \$78,328-\$103,127.
- Reclassify one (1) Purchasing Assistant, AFSCME grade 13, range \$45,279-\$59,100, to one (1) Procurement Specialist, Excluded grade 19, range \$68,501-\$89,501.

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 Mancoske*
Assistant County Attorney

FISCAL NOTE: Estimated cost savings is \$2,986 for FY20/21 and \$97,165 for FY21/22.

#8

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modifications within the Board of Supervisors Office

Agenda Date: June 1, 2021

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Delete one (1) vacant Planning Specialist position, Excluded grade 22, range \$78,328-\$103,127. Reclassify one (1) Purchasing Assistant position, AFSCME grade 13, range \$45,279-\$59,100, to one (1) Procurement Specialist position, Excluded grade 19, range \$68,501-\$89,501.

Comply with Policy: N/A

Background: The County Administrator has reviewed the operational needs of the Procurement Division. The County Administrator is recommending relocation of the Procurement Division to the Board of Supervisors' Office. The County Administrator is also requesting to delete one vacant Planning Specialist position and reclassify one Purchasing Assistant position to Procurement Specialist position. Human Resources supports the position modifications.

Action Impact: Delete one (1) vacant Planning Specialist position, Excluded grade 22, range \$78,328-\$103,127. Reclassify one (1) Purchasing Assistant position, AFSCME grade 13, range \$45,279-\$59,100, to one (1) Procurement Specialist position, Excluded grade 19, range \$68,501-\$89,501.

Fiscal Note: The estimated cost saving is \$2,986 for FY20/21 and \$97,165 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
20/21	N	0	-\$2,986		N		
21/22	N	0	-\$97,165		N		

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 Public Works has reviewed the operations of the Housing and Code Enforcement Division, and

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

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

- Reclassify one (1) vacant Environmental Health Technician position, AFSCME grade 17, range \$54,314-\$71,096, to one (1) Code Enforcement Officer position, AFSCME grade 19, range \$59,537-\$78,023.

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

Approved this _____ day of _____ 2021

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

John P. Sarcone
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: The estimated cost is \$235
for FY20/21 and \$7,038 for FY21/22.

#9

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: June 1, 2021

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Reclassify one (1) vacant Environmental Health Technician position, AFSCME grade 17, range \$54,314-\$71,096, to one (1) Code Enforcement Officer position, AFSCME grade 19, range \$59,537-\$78,023.

Comply with Policy: N/A

Background: The Director of Public Works has reviewed the operational needs of the Housing and Code Enforcement Division. The Director is requesting to reclassify one vacant Environmental Health Technician position to one Code Enforcement Officer position. Human Resources supports the position modification.

Action Impact: Reclassify one (1) vacant Environmental Health Technician position, AFSCME grade 17, range \$54,314-\$71,096, to one (1) Code Enforcement Officer position, AFSCME grade 19, range \$59,537-\$78,023.

Fiscal Note: The estimated cost is \$235 for FY20/21 and \$7,038 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
20/21	N	0	\$235		Y		
21/22	N	0	\$7,038		Y		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

MOVED BY _____, SECONDED BY _____,

That the following Resolution be adopted:

WHEREAS, the Health Department, in conjunction with the Human Resources Department, has reviewed its operations and recommends the addition of a Lead Inspector position for its Lead Abatement program;

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

- Create one (1) Lead Inspector position, AFSCME grade 19, range \$59,537-\$78,023.

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

Approved this _____ day of _____ 2021

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

John P. Sarcone
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: Estimated cost is \$8,674
for FY20/21 and \$113,398 for FY21/22.

#10

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Health Department

Agenda Date: June 1, 2021

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Create one (1) Lead Inspector position, AFSCME grade 19, range \$59,537-\$78,023.

Comply with Policy: N/A

Background: The Health Department, in conjunction with the Human Resources Department, has reviewed the operations of the Lead Abatement Program and recommends creating an additional Lead Inspector position.

Action Impact: Create one (1) Lead Inspector position, AFSCME grade 19, range \$59,537-\$78,023.

Fiscal Note: The estimated cost is \$8,674 for FY20/21 and \$113,398 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	
20/21	Y	1	\$8,674		Y		
21/22	Y	1	\$113,398		Y		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, Polk County has had an agreement with iWebVisit.com to provide video and web visitation at the Polk County Jail since April 9, 2013; and

WHEREAS, the Parties subsequently agreed on June 19, 2018 to exercise the option to extend the Agreement an additional two years through April 2020; and

WHEREAS, the Polk County Sheriff's Office seeks to continue using video and web-based offsite visitation through the agreement with iWebVisit.com; and

WHEREAS, both Parties mutually wish to exercise the option to extend the Agreement to April 5, 2022, with optional one (1) year extensions.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Amendment to the Agreement, with iWebVisit.com for the continuation of providing video and web visitation at the Polk County Jail, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Amendment to the 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: 2021.05.26 12:27:51 -05'00'

Frank Marasco
Polk County Sheriff's Office

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

#11

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Polk County Jail iWebVisit.com Video Visitation Extension

Agenda Date: June 1, 2021

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

Action Requested (Recommended): Approve the Amendment to the original Agreement with iWebVisit.com for service to the Polk County Jail through April 5, 2022.

Background: The Polk County Sheriff's Office has utilized video visitation at the Polk County Jail since it began operation in November 2008. The Sheriff's Office began using off-site web-based visitation in the Agreement dated April 9, 2013. Polk County and iWebVisit.com subsequently agreed to exercise the option on June 19, 2018 to extend the Agreement an additional two years through April 2020. All equipment and supplies for the system is furnished by iWebVisit.com.

Action Impact: Approving the Amendment will extend the Agreement to April 5, 2022 and continue to provide video visitation, which includes the capability of off-site video visits via the internet to family and friends of those incarcerated at the Polk County Jail.

Fiscal Note: No changes to financial terms.

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	\$3,800	\$83,000	Y		

Additional Fiscal Note Information (optional): Temporary Covid19 related expenses will be discontinued upon the opening of the jail lobby.

RESOLUTION

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

WHEREAS, the Polk County Sheriff's Office permits the visit of inmates by professionals (e.g., attorneys, legal assistants, probation officers, parole officers) at the Polk County Jail; and

WHEREAS, the Polk County Jail currently uses a paper system to track professional visits with inmates; and

WHEREAS, iLobby Corp. provides an automated process of screening, validating, and monitoring professional visits; and

WHEREAS, the Polk County Sheriff's Office seeks to enhance the security of the Polk County Jail, as well as incorporate the efficiency of retrievable data through the use of available technological equipment; and

WHEREAS, the iLobby Corp. equipment and license is \$6,600 per year, for three (3) years, plus the initial shipping fee of \$200.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with iLobby Corp., 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: 2021.05.26 12:27:10 -05'00'

Frank Marasco
Polk County Sheriff's Office

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: _____
Assistant County Attorney

#12

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: iLobby Corp. Agreement for Screening Equipment at the Polk County Jail.

Agenda Date: June 1, 2021

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

Action Requested (Recommended): Approve the Agreement with iLobby Corp. to provide equipment for automated screening, validating, and monitoring of professional visits.

Background: The current process to permit the visitation of inmates at the Polk County Jail by professionals (e.g., attorneys, legal assistants, probation officers, parole officers) is a paper log system, which requires time to analyze and disseminate the information for various purposes (e.g., audits, security checks, court proceedings). The equipment provided by iLobby Corp. would enhance the security of the Polk County Jail, while incorporating efficiency into this process.

Action Impact: The Resolution would authorize the Agreement with iLobby Corp. to provide two iPads, printer, metal safety stand, and license for \$6,600 per year, for three (3) years, plus the shipping fee of \$200.

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
20/21	N	\$6,800		Y	10041051.76730	
21/22	N	\$6,600		Y	10041051.76730	
22/23	N	\$6,600		Y		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County is responsible for providing inmate commissary services at the Polk County Jail, and the current provider is Trinity Services Group Inc.; and

WHEREAS, the initial Agreement was entered into by both parties effective July 1, 2013 and the initial term was to expire June 30, 2016 with options to extend the term; and

WHEREAS, on June 28, 2016, the Parties subsequently amended the Agreement to provide for the additional mobile commissary service "Chuck Wagon"; and

WHEREAS, on October 4, 2016 the Parties subsequently amended the Agreement to exercise the options to extend the term of the Agreement for an additional one-year period expiring on June 30, 2017; and

WHEREAS, on October 31, 2017, the Parties subsequently amended the Agreement to extend the term of the Agreement for an additional one year expiring on June 30, 2018; and

WHEREAS, on May 22, 2018, the Parties subsequently amended the Agreement to extend the term of the Agreement for an additional two years expiring on June 30, 2020; and

WHEREAS, on June 16, 2020, the Parties subsequently amended the Agreement to extend the term of the Agreement for an additional one year expiring on June 30, 2021; and

WHEREAS, both Parties mutually wish to extend the term of the Agreement to expire on June 30, 2022; and

WHEREAS, the Polk County Board of Supervisors finds that entering into a Sixth Amendment to the Agreement with Trinity Services Group Inc. is in the best interests of Polk County.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Sixth Amendment to the Agreement, with Trinity Services Group Inc. for the continuation of providing inmate commissary services at the Polk County Jail, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Sixth Amendment to the 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: 2021.05.26 12:26:14 -05'00'

Frank Marasco
Polk County Sheriff's Office

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: _____
Assistant County Attorney

#13

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Polk County Jail Inmate Commissary Extension

Agenda Date: June 1, 2021

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

Action Requested (Recommended): Approve the Sixth Amendment to the original Agreement with Trinity Services Group, Inc. (TSG) to extend commissary service to the Polk County Jail for an additional one (1) year-term.

Background: Trinity Services Group Inc. has been the inmate commissary service provider since July 1, 2013. TSG has worked with the Polk County Sheriff's Office to provide services to inmates and families and friends of inmates.

Action Impact: Commissary service provided by Trinity Services Group Inc. to the Polk County Jail would be extended by a one (1) year-term expiring on June 30, 2022.

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		\$560,000	Y		
22/23	N					

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, James Sargent has a claim against Polk County, Iowa, Dr. Gregory Shmunk, and Amanda Luick; and

WHEREAS, Mr. Sargent seeks damages for Polk County's failure to hire him in 2017 and 2020; and

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

WHEREAS, Polk County Risk Management is recommending a settlement of \$200,000.00; and

WHEREAS, it is in the best interest of the public that the claims be resolved without the expense and risk of continued litigation; and

NOW THEREFORE BE IT RESOLVED, that Polk County, Iowa, approves the settlement of James Sargent's failure to hire claims 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:

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

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: June 1, 2021

Contact Individual: Meghan Gavin
Assistant County Attorney
286-3314

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: James Sargent applied for Medicolegal Death Investigator positions in 2017 and 2020. James Sargent claims that the Polk County Medical Examiner's Office failed to hire him on both occasions for discriminatory or retaliatory reasons. It is in the best interests of Polk County to settle these matters to reduce the risk of award at trial. Polk County will pay \$200,000.00 for the settlement of his claim.

Action Impact:

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
20/21			\$200,000.00				
21/22							
22/23							

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ **SECONDED by** _____

that the following Resolution be adopted:

WHEREAS, on July 21, 2020 the Polk County Board of Supervisors adopted a policy to require all employees and visitors to wear a face coverings in all Polk County facilities in order to help reduce the spread of COVID-19; and,

WHEREAS, COVID-19 vaccinations are readily available to Polk County residents and employees; and,

WHEREAS, consistent with Centers for Disease Control & Prevention and Polk County Health Department recommendations, those who are fully vaccinated are no longer required to wear a face covering in Polk County facilities; and,

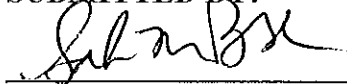
WHEREAS, all visitors and employees who remain unvaccinated will continue to be encouraged to wear a face covering in Polk County facilities; and,

NOW, THEREFORE BE IT RESOLVED that Polk County no longer requires the use of face coverings for vaccinated visitors and staff and continues to encourage those who are unvaccinated to use a face covering in Polk County facilities.

POLK COUNTY

Chairperson

SUBMITTED BY:



Sarah Boese
Board of Supervisors

FY20/21 Fiscal Impact: NA

#15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution encouraging unvaccinated Polk County staff and visitors to wear face coverings in Polk County facilities.

Agenda Date: July 21, 2020

Contact Individual: Sarah Boese
286-3895

Previous Action taken by the Board: NA

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: On July 21, 2020 the Polk County Board of Supervisors adopted a policy to require all employees and visitors to wear a face coverings in all Polk County facilities in order to help reduce the spread of COVID-19. COVID-19 vaccinations are readily available and those who have completed their vaccination series are no longer required to wear a face covering in Polk County facilities.

Action Impact: The passage of this resolution encourages unvaccinated Polk County visitors and employees to continue to wear a face covering in Polk County facilities. Vaccinated visitors and staff are no longer required to wear a face covering in Polk County facilities.

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				N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County and the Board of Supervisors have been committed to preventing the spread of COVID-19 in Polk County; and,

WHEREAS, Polk County has encouraged the use of public health guidance and policies targeted at prevention, such as social distancing, wearing masks in public, and staying home; and,

WHEREAS, the Board of Supervisors continues to support investing in public relations campaigns to educate the community about COVID-19 prevention strategies and vaccine availability.

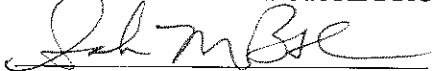
NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa commits to funding an additional \$100,000 media campaign to educate the Polk County community about COVID-19 prevention strategies and vaccine availability.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Polk County Board of Supervisors

FISCAL NOTE: \$100,000

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving funding for COVID-19 vaccination promotion campaign.

Agenda Date: June 1, 2021

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County continues to recognize the urgency of the COVID-19 pandemic and is committed to the ongoing mitigation and vaccination strategies. The Board of Supervisors continues to support investing in public relations campaigns to educate the community about COVID-19 prevention strategies and vaccine availability.

Action Impact:

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
20/21	Y		\$100,000		N	10109031.76010	

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ SECONDED by _____

that the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors has supported numerous downtown Des Moines revitalization initiatives; and,

WHEREAS, the Polk County Board of Supervisors wish to provide a safe and secure downtown atmosphere where residents and visitors can enjoy Court Avenue establishments; and,

WHEREAS, over the last three years Polk County, the City of Des Moines, Operation Downtown, the Historic Court District Association and private businesses have implemented a plan to enhance security on Court Avenue through increased police presence, improved lighting, and the addition of an exterior camera system; and,

WHEREAS, the Historic Court District has proposed the creation of a permitted entertainment district on Court Ave every Friday and Saturday evening after 9:00 pm for those 21 and up; and,

WHEREAS, it is the desire of the Polk County Board of Supervisors to share the costs of implementing the creation of a permitted entertainment district on Court Avenue with the City of Des Moines.

NOW, THEREFORE BE IT RESOLVED that the Polk County Board of Supervisors hereby approves funding up to \$170,000 to share the costs of supporting the Historic Court Districts efforts to create a permitted entertainment district on Court Avenue with the City of Des Moines for the summer of 2021.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

#17

RECOMMENDED FOR APPROVAL:

A handwritten signature in blue ink, appearing to read 'Sarah Boese', is written over a horizontal line.

Sarah Boese

Polk County Board of Supervisors

FISCAL NOTE: FY20/21 up to \$170,000

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving funding for Court Avenue permitted entertainment district.

Agenda Date: June 1, 2021

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

Previous Action taken by the Board: 3/12/2019

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County has been working with Operation Downtown, the City of Des Moines, private business owners and the Historic Court District Association to create a three year plan to improve security on Court Avenue. The Historic Court District Association implementing a permitted entertainment district during summer weekends that will offer enhanced security measures and entertainment for those 21 and over.

Action Impact: The passage of this resolution approves funding for the creation of a permitted entertainment district by the Historic Court District Association on Court Avenue for the summer of 2021.

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		\$170,000			50106320.79410	

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ SECONDED by _____ that

the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors have supported initiatives and events that promote economic development, health, education and culture in Polk County; and,

WHEREAS, it is the desire of the Polk County Board of Supervisors to sponsor various events for local non-profit organizations.

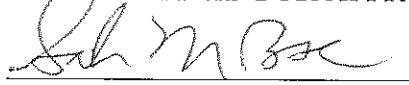
NOW, THEREFORE BE IT FURTHER RESOLVED that Polk County, Iowa approves and authorizes funding of the attached sponsorship requests.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Polk County Board of Supervisors

FISCAL NOTE: FY20/21 - \$22,500 from gaming

#18

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving various sponsorships.

Agenda Date: June 1, 2021

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: May 4, 2021

Board/Commission Actions: N/A

Action Requested (Recommended): Approve funding.

Comply with Policy: Yes

Background: Polk County has a long-standing commitment to funding economic development, health, education and cultural initiatives and events that benefit the residents and businesses of Polk County. This resolution authorizes the expenditure of \$22,500 of gaming revenue to sponsor various non-profit events in 2021.

Action Impact: Authorize funding in the amount of \$22,500 from gaming revenue to various organizations.

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
20/21	N	\$22,500				

Additional Fiscal Note Information (optional):

Polk County Sponsorships – June 1, 2021

One Iowa – Barnum v. Brien Gala	\$10,000
Des Moines Symphony – Yankee Doodle Pops	\$5,000
Tech Journey Inc. – Tech Camp	\$2,500
Southeast Polk Education Foundation – 2021 Ram Classic	\$5,000
TOTAL	\$22,500

RESOLUTION

MOVED by _____ SECONDED by _____

that the following Resolution be adopted:

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

WHEREAS, appointments are necessary to fill the following positions.

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

<u>Organization</u>	<u>Term Expires</u>
Condemnation Compensation Commission Josh Dudan (persons knowledgeable)	1/2/2022
Judicial Magistrate Appointing Committee Skylar Mayberry	1/2/2027

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Polk County Board of Supervisors

FY20/21 #
Fiscal Impact: None

#19

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Appointing individuals to serve as Polk County's representative on various Boards and Commissions.

Agenda Date: June 1, 2021

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

Previous Action taken by the Board: Ongoing

Board/Commission Actions: N/A

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

Comply with Policy: Yes

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

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

Fiscal Note: None

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

Additional Fiscal Note Information (optional):