

**POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
MAY 7, 2024 9:30 A.M.**

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

PROCLAMATION

5. MENTAL HEALTH AWARENESS MONTH – MAY 2024

PUBLIC HEARING

2023 SANITARY SEWER IMPROVEMENT PROJECT

6. Resolution to consider plans, specifications, form of contract and estimated cost for the 2023 Sanitary Sewer Improvement Project.

PUBLIC HEARING

ZONING MAP AMENDMENT

7. Resolution approving Polk County 2050 Comprehensive Plan Future Land Use Map Amendment from Agriculture Classification to the Estate Residential Classification for property at 3630 NE 150th Avenue, Cambridge, Iowa (Metro Turf).

ORDINANCE

(FIRST READING)

8. Ordinance approving Zoning Map Amendment from Agricultural District to the Estate Residential District for property at 3630 NE 150th Avenue, Cambridge, Iowa (Metro Turf).

9. **PUBLIC COMMENTS**

PERMITS

10. FY 24/25 Applications for Cigarette/Tobacco/Nicotine/Vapor Permits for the following:

Casey's #4	6565 NW 6 th Drive, Des Moines
Casey's #45	2890 E. Broadway, Des Moines
Casey's #1901	2541 NW 66 th Avenue, Des Moines
Casey's #3075	6981 NE 14 th Street, Ankeny
Kum & Go #539	5050 NW 2 nd Street, Des Moines

11. Renewal application for Class "C" Retail Alcohol License with Outdoor Service Area Permit for Fleetwood Bar & Grill, 6170 NW Polk City Drive.

RESOLUTIONS

12. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for May 21, 2024 on Disposal of County Interest in Real Estate (1600 Dean Avenue).
13. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for May 21, 2024 on Disposal of County Interest in Real Estate (2020 10th Street).
14. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for May 21, 2024 on Disposal of County Interest in Real Estate (1603 University Avenue).
15. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for May 21, 2024 on Disposal of County Interest in Real Estate (between 1601-8th Street and 713 College Avenue).
16. Resolution ordering destruction of noxious weeds and other offensive growth and authorizing the Auditor's Office to publish notice.
17. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for June 4, 2024 regarding rezoning of property located at 1300 NE 72nd Avenue (GIO Commercial LLC).
- *18. Resolution approving Professional Services Agreement with Calhoun-Burns and Associates for design services for replacement of a bridge (BR2444).
- *19. Resolution approving Professional Services Agreement with Foth Infrastructure & Environment for Roadside Inventory Services.
- *20. Resolution approving Cooperative Public Service Agreement with City of Ankeny for resurfacing (NE Frisk Drive between NE 94th Avenue and NE 102nd Avenue).
21. Resolution setting annual service fee for Polk County's Residential Recycling Program (Curb-it).
- *22. Resolution approving agreement with Families Forward (New Directions Shelter) for shelter and services for homeless families.
- *23. Resolution approving agreement with Primary Health Care for health care and supportive services for homeless and near homeless citizens.
- *24. Resolution approving agreement with Aging Resources of Central Iowa for funding of nutrition and supportive services.
- *25. Resolution approving Events Lease Contract with Iowa State Fairgrounds for Senior Fest 2024.

- *26. Resolution approving agreement with The B Jr Company LLC to address lead hazard repairs at 2909 Don Lee Ct (Lindsay).
- *27. Resolution approving agreement with FexSteve Limited to address lead hazard repairs at 2563 Maury Street (Anaya).
- *28. Resolution approving agreement with FexSteve Limited to address lead hazard repairs at 2016 Meek Avenue (Than/Yee).
- *29. Resolution approving lease agreement with the City of Grimes to operate a congregate meal site.
- 30. Resolution approving May 2024 manufactured home abatements.
- 31. Resolution approving position modifications included in the FY 24/25 budget.
- 32. Resolution modifying positions within Community, Family and Youth Services.
- 33. Resolution reclassifying position in the Public Works Department.
- 34. Resolution reclassifying positions in the Conservation Department.
- 35. Resolution creating positions in the Conservation Department (Easter Lake North Shore).
- 36. Resolution approving pay increase for part-time positions in the Conservation Department.
- *37. Resolution approving Radio Network Sharing Agreement with the Ankeny Community School District.
- *38. Resolution approving Radio Network Sharing Agreement with Iowa Department of Natural Resources.
- *39. Resolution approving Radio Network Sharing Agreement with Marion County Sheriff's Office.
- *40. Resolution approving Temporary Site License with New Cingular Wireless PCS, LLC.
- *41. Resolution approving agreement with International De-Escalation Association (IDEA) for Train-The-Trainer De-Escalation Training.
- 42. Resolution directing the acceptance of a proposal to underwrite \$113,005,000 (subject to change) General Obligation Capital Loan Notes, Series 2024A (Exempt Facility Bonds-AMT) and approving the form and authorizing execution of a Note Purchase Agreement (Airport).

- 43. Resolution abating taxes for property at 4845 Merle Hay Road (Anawim Housing Inc).
- 44. Resolution abating taxes for property at 1516 Valley West Drive, West Des Moines (Community Support Advocates).
- *45. Resolution approving amended agreement with Project Iowa for Polk County funding.
- *46. Resolution approving amended agreement with United Way of Central Iowa for Polk County funding.
- *47. Resolution approving vehicle sale agreement (Shalom Community Impact Center).
- *48. Resolution approving agreement between Polk County on behalf of Central Iowa Local Workforce Development Area and National Able Network, Inc.
- *49. Resolution approving agreement between Polk County on behalf of Central Iowa Local Workforce Development Area and Youth and Shelter Services, Inc.
- *50. Resolution approving Community Development Grant for Des Moines Symphony Association.
- *51. Resolution approving Community Development Grant for JOPPA.
- 52. Resolution approving Community Sponsorship awards.
- 53. Resolution approving Community Betterment Grant awards.

REPORTS

- *54. Annual Comprehensive Financial Report Fiscal Year Ending June 30, 2023.

BUDGET ACTIONS

- *55. Memorandum of Budget Actions.

APPOINTMENTS

- *56. Memorandum of Appointments.

ADJOURNMENT

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

Live stream the Board of Supervisors meeting at:
<https://www.youtube.com/watch?v=Ly10NdjsSxM>



PROCLAMATION

Recognition of May 2024 as Mental Health Awareness Month

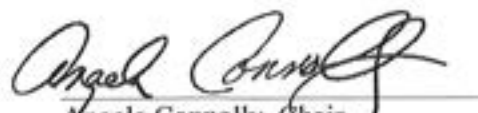
- WHEREAS,** mental health is part of overall holistic health; and
- WHEREAS,** nearly one in five adults and one in five adolescents in the United States live with a mental illness; and
- WHEREAS,** mental health impacts a person's emotional, social, environmental, financial and overall well-being, with significant disparities among racially and ethnically diverse communities; and
- WHEREAS,** suicide is the 10th leading cause of death in the United States and the 2nd leading cause of death among young adults, and 90% of people who die by suicide have an underlying mental illness; and
- WHEREAS,** one third of the United States population lives in a county designated as a mental health professional shortage area; and
- WHEREAS,** an estimated 44% of residents detained in jails are suffering from a mental illness, often with co-occurring substance use disorders; and
- WHEREAS,** Polk County, Iowa and all counties serve as a safety net for residents in need; and
- WHEREAS,** Polk County, Iowa has developed community-based services and supports along with an array of crisis services which help people stay out of jail and the hospital by offering mental health treatment in the community; and
- WHEREAS,** an important part of educating the community and erasing stigma is raising awareness around the fact that mental health services are inclusive of other services besides a therapist or a medication prescriber. Mental health services include services and supports that help individuals with mental illness recover holistically, inclusive of their social, vocational, and community contributions; and

NOW, THEREFORE, LET IT BE PROCLAIMED that the Polk County Board of Supervisors declares the month of May, 2024 as Mental Health Awareness Month in Polk County, Iowa to highlight the critical role of the County in providing crucial mental health services and resources to its residents; and

BE IT FURTHER PROCLAIMED the Polk County Board of Supervisors continues its commitment to partner with community organizations to ensure that all behavioral health and disability services are accessible, valuable, and culturally appropriate for all residents of Polk County, Iowa.

Approved this 7th day of May, 2024.

POLK COUNTY, IOWA


Angela Connolly, Chair
Polk County Board of Supervisors

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RESOLUTION

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

WHEREAS, the 2023 Sanitary Sewer Improvements Project ("the Project") was developed to give Polk County residents the ability to connect to sanitary sewer; and

WHEREAS, by Resolution 81-24, dated April 23, 2024, Polk County, Iowa set a public hearing for May 7, 2024 at 9:30 a.m. in room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa to approve the proposed plans, specifications, form of contract and estimated cost of the public improvements to be constructed pursuant to the Project; and

WHEREAS, the Project will construct sanitary sewer main and sanitary sewer service stubs ("the Construction"); and

WHEREAS, the estimated cost of the Construction is greater than the bid threshold in Iowa Code Section 26.3; and

WHEREAS, pursuant to Iowa Code Section 26.12, Polk County held a public hearing on May 7, 2024, to approve the proposed plans, specifications, form of contract and estimated cost of the public improvements to be completed pursuant to the Project.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the proposed plans, specifications, form of contract and estimated cost of the public improvements for the Project.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: None

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 96-24 to hold a public hearing to consider plans, specifications, form of contract, and estimated cost for the 2023 Sanitary Sewer Improvement Project.

Agenda Date: May 7, 2024

Contact Individual: Tyler Burhenn, Civil Engineer, Polk County Public Works Department, 515-286-3705

Previous Action taken by the Board: Resolution No. 81-24 on April 23, 2024 setting Public Hearing.

Board/Commission Actions: N/A

Action Requested (Recommended): Approve proposed plans, specifications, form of contract and estimated cost of the public improvements to be completed pursuant to the 2023 Sanitary Sewer Improvement Project prior to entering into a contract responsive to a public bid.

Comply with Policy: Yes- complies with Iowa Code Chapter 26.

Background: Polk County has an annual program to serve residents the ability to connect to the County's sanitary sewer system by extending sewer mains and providing service stubs.

Action Impact: Resolution approves the proposed plans, specifications, form of contract and estimated cost of the public improvements to be completed pursuant to the 2023 Sanitary Sewer Improvement Project prior to entering into a contract responsive to a public bid.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24						
24/25	Y	\$984,000	NA	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa adopted the Polk County 2050 Comprehensive Plan on August 2, 2022; and

WHEREAS, a Polk County 2050 Comprehensive Plan Future Land Use Map Amendment was initiated by Kallie and Randy Hoksbergen on Metro Turf LLC (Property Owner), 10297 NW 40th Street, Polk City, IA 50226, represented by Branden Stubbs of Stubbs Engineering, 1609 N Ankeny Boulevard, STE 230, Ankeny, IA 50023, requesting to reclassify the north half of the 103.4-acre subject property located at 3630 NE 150th Avenue, Cambridge, being within Section 8 and 9 of Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township); and

WHEREAS, the Polk County Zoning Commission met on March 25, 2024, and voted five (5) in favor, and zero (0) against, with two (2) members absent to recommend denial of the requested Polk County 2050 Comprehensive Plan Future Land Use Map Amendment for the rezoning area within the subject property from the Agriculture classification to the Estate Residential classification.

NOW, THEREFORE BE IT RESOLVED that an amendment to the Polk County 2050 Comprehensive Plan Future Land Use Map (Attachment A), to reclassify the north half of the following described subject property located 3630 NE 150th Avenue, Cambridge from the Agriculture classification to the Estate Residential classification, be approved.

The legal description of subject property and rezoning area is as follows:

The subject property is legally described as a part of the E ½ of the SE ¼ of Section 8 and a part of the W ½ of the SW ¼ of Section 9, Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township). The rezoning area is the entire 103.4-acre subject property, being more particularly described as follows:

The East One-half (E1/2) of the Southeast Quarter (SE1/4) of the Section 8 (Except the West 8 acres of the South half thereof and except beginning 25 rods West of the Northeast corner of the Northeast Quarter (NE1/4) of Section 17-81-23, thence diagonally in Northwest direction 16 rods, then south 6 rods to intersection of Section line between Sections 8-81-23 and 17-81-23, then East 15 rods along Section line to beginning, all being in Section 8 and except commencing at the NW cor. of Lot 6 in the NE1/4, Sec. 17, T81N, R23W of the 5th P.M., Polk County, Iowa, thence West 66.0 ft. along the south line of Sec. 8 in said T81N, R23W, thence N0° 18'W, 369.2 ft. to the centerline of the County Road, thence S61° 05'E 284.7 ft. along said centerline, thence S0° 55'E, 231.2 ft. to the south line of Sec. 8, thence West 185.9 ft. along said South line to the point of beginning and except commencing at the Northeast corner of said Lot 6 above described, thence North 0° 55' West 146.2 feet to the centerline of the County Road, thence North 59° 52' West 169.2 feet along said centerline, thence South 0° 55' East 231.2 feet to the South line of said Section 8, thence East 145.0 feet, along said South line to the point of

beginning) all in Township 81 North, Range 23 West of the 5th P.M., Polk County, Iowa.

And

Outlot X, Eagle View Estates, an official plat. Except Corrected Parcel A, Plat of Survey recorded in Book 13242, Page 364 in the office of the Polk County, Iowa Recorder.

Said tract contains 103.4 acres more or less.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR ACTION:



Bret Vandelune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title:

Resolution No. 92-24 Polk County 2050 Comprehensive Plan Future Land Use Map Amendment from the Agriculture classification to the Estate Residential classification. The subject property consists of two tax parcels totaling approximately 103.4 acres located at 3630 NE 150th Avenue, Cambridge. The requested Future Land Use Map Amendment is for the north half of the approximately 103.4-acre subject property. The subject property/rezoning area is generally located on the north side of NE 150th Avenue approximately one-quarter (1/4) mile west of the intersection of NE 150th Avenue and NE White Oak Drive, being within Section 8 and 9 of Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township).

Agenda Date:

May 7, 2024

Contact Individual:

Brian McDonough, Planning and Development Manager, Polk County Public Works Department, 286-3705

Previous Action taken by the Board:

None

Board/Commission Actions:

The Polk County Zoning Commission met on March 25, 2024, and voted five (5) in favor, and zero (0) against, with two (2) members absent to recommend denial of the requested Polk County 2050 Comprehensive Plan Future Land Use Map Amendment and Polk County Zoning Map Amendment.

Action Requested (Recommended):

Staff is recommending approval and the Zoning Commission is recommending denial.

Comply with Policy:

Yes.

Background:

The subject property is located in the unincorporated village of White Oak and is currently used in sod and row crop production. White Oak contains a mix of properties zoned "AG" Agricultural District, used in row crop production, as well as properties containing single family residences zoned "ER" Estate Residential District. The proposed rezoning would allow the property owners, Metro Turf LLC, to subdivide the property with a higher density of lots. The property owners are proposing five (5) large lots accessing NE 150th Avenue and without a significant water main upgrade in the area they could be limited to only those five (5) lots.

Staff considers this a request that is conforming to the intent of the Comprehensive Plan and Future Land Use Map even though the Future Land Use Map only designates the south half of the subject property as Estate Residential classification. The Comprehensive Plan contains a Village Area Plan for White Oak that emphasizes the promotion of continued large-lot development in area of the subject property.

Action Impact:

If approved, the rezoning would allow for subdivision of the subject property at a higher density.

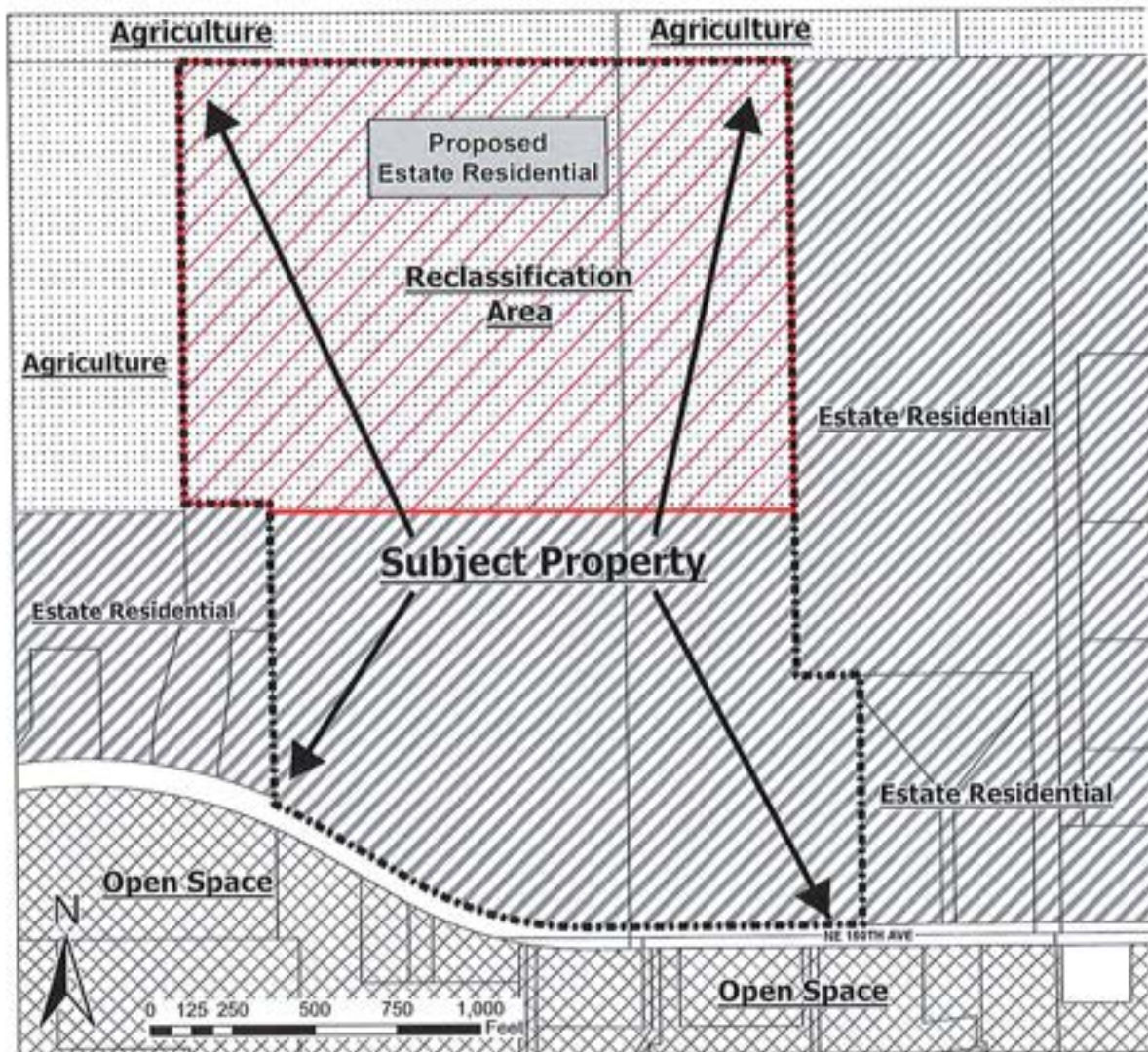
Fiscal Note:

None

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

Attachment A:

Polk County Comprehensive Plan Future Land Use Map Amendment
(Map – Existing Future Land Use)



General Location:

3630 NE 150th Avenue, Cambridge. The subject property is located on the north side of NE 150th Avenue, being approximately one-quarter (¼) mile west of the intersection of NE White Oak Drive and NE 150th Avenue. Subject property is approximately 103.4 acres in size within Section 8 and 9 of Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township).

Legal Description:

Subject property – A part of the E ½ of the SE ¼ of Section 8 and a part of the W ½ of the SW ¼ of Section 9, Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township).
Reclassification Area is the north half of the 103.4-acre subject property.

Existing Future Land Use Map Classification:

Agriculture

Proposed Future Land Use Map Classification:

Estate Residential

ORDINANCE NO.

WHEREAS, on August 28, 2007, the Polk County Board of Supervisors adopted the Zoning Ordinance and Map for the unincorporated territory of Polk County, Iowa; and

WHEREAS, on July 25, 2023, the Polk County Board of Supervisors adopted the most recent Zoning Ordinance and Map amendment for the unincorporated territory of Polk County, Iowa; and

WHEREAS, the Petitioners, Kallie and Randy Hoksbergen on Metro Turf LLC (Property Owner), 10297 NW 40th Street, Polk City, IA 50226, represented by Branden Stubbs of Stubbs Engineering, 1609 N Ankeny Boulevard, STE 230, Ankeny, IA 50023, are requesting a Zoning Map Amendment from the "AG" Agricultural District to the "ER" Estate Residential District for the 103.4-acre subject property located at 3630 NE 150th Avenue, Cambridge, being within Section 8 and 9 of Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township); and

WHEREAS, the Zoning Map Amendment was reviewed and heard by the Polk County Zoning Commission on Monday, March 25, 2024 at 7:00 P.M. at the Polk County Public Works Department, Planning Division, 5885 N.E. 14th Street, Des Moines, Iowa, due and timely notice published as provided by law; and

WHEREAS, the Polk County Zoning Commission, after hearing from staff, the petitioners and members of the public regarding the proposed Zoning Map Amendment, voted five (5) in favor, and zero (0) against, with two (2) members absent to recommend to the Polk County Board of Supervisors that the Zoning Map Amendment from the "AG" Agricultural District to the "ER" Estate Residential District be **denied**; and

WHEREAS, the Zoning Map Amendment was heard by the Polk County Board of Supervisors on Tuesday, May 7, 2024 at 9:30 A.M., in Room 120 of the Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa, due and timely notice published as provided by law.

NOW, THEREFORE BE IT ORDAINED that the Zoning Map Amendment (Attachment A) from the "AG" Agricultural District to the "ER" Estate Residential District for the rezoning area legally described as follows:

The East One-half (E1/2) of the Southeast Quarter (SE1/4) of the Section 8 (Except the West 8 acres of the South half thereof and except beginning 25 rods West of the Northeast corner of the Northeast Quarter (NE1/4) of Section 17-81-23, thence diagonally in Northwest direction 16 rods, then south 6 rods to intersection of Section line between Sections 8-81-23 and 17-81-23, then East 15 rods along Section line to beginning, all being in Section 8 and except commencing at the NW cor. of Lot 6 in the NE1/4, Sec. 17, T81N, R23W of the 5th P.M., Polk County, Iowa, thence West 66.0 ft. along the south line of Sec. 8 in said T81N, R23W, thence N0° 18'W, 369.2 ft. to the centerline of the County Road, thence S61

#8

° 05'E 284.7 ft. along said centerline, thence S0 ° 55'E, 231.2 ft. to the south line of Sec. 8, thence West 185.9 ft. along said South line to the point of beginning and except commencing at the Northeast corner of said Lot 6 above described, thence North 0° 55' West 146.2 feet to the centerline of the County Road, thence North 59 ° 52' West 169.2 feet along said centerline, thence South 0° 55' East 231.2 feet to the South line of said Section 8, thence East 145.0 feet, along said South line to the point of beginning) all in Township 81 North, Range 23 West of the 5th P.M., Polk County, Iowa.

And

Outlot X, Eagle View Estates, an official plat. Except Corrected Parcel A, Plat of Survey recorded in Book 13242, Page 364 in the office of the Polk County, Iowa Recorder.

Said tract contains 103.4 acres more or less.

BE APPROVED.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

ATTEST

Jamie Fitzgerald, County Auditor

POLK COUNTY BOARD OF SUPERVISORS

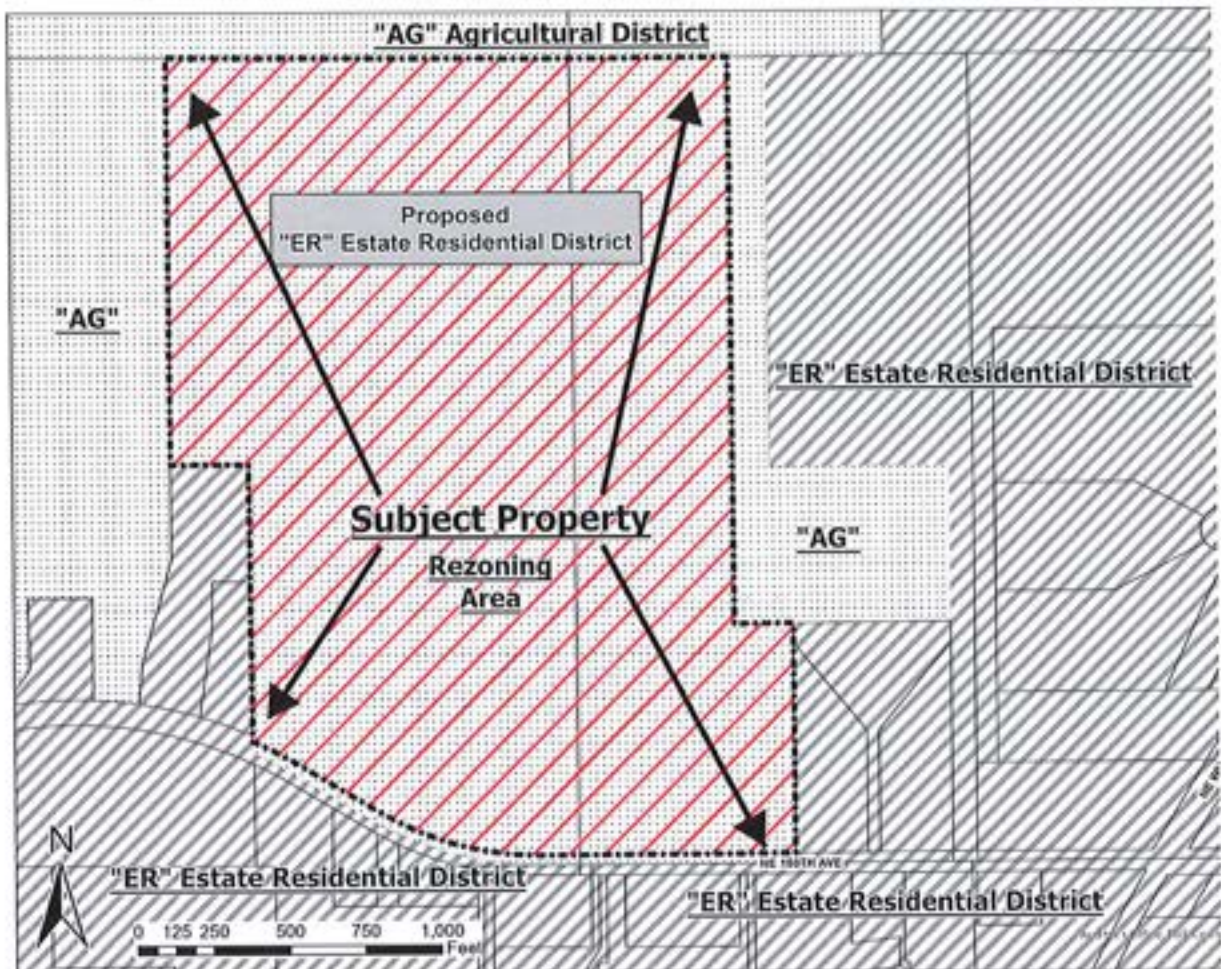
Tuesday Agenda Memorandum

Item Type & Title:	Ordinance No. -24 Polk County Zoning Map Amendment from the "AG" Agricultural District to the "ER" Estate Residential District. The subject property is located at 3630 NE 150 th Avenue, Cambridge. The requested Zoning Map Amendment is for the entire 103.4-acre subject property. The subject property/rezoning area is generally located on the north side of NE 150 th Avenue approximately one-quarter (1/4) mile west of the intersection of NE 150 th Avenue and NE White Oak Drive, being within Section 8 and 9 of Township 81 North, Range 23 West of the 5 th P.M. (Elkhart Township).
Agenda Date:	May 7, 2024
Contact Individual:	Brian McDonough, Planning and Development Manager, Polk County Public Works Department, 286-3705
Previous Action taken by the Board:	None
Board/Commission Actions:	The Polk County Zoning Commission met on March 25, 2024, and voted five (5) in favor, and zero (0) against, with two (2) members absent to recommend denial of the requested Polk County 2050 Comprehensive Plan Future Land Use Map Amendment and Polk County Zoning Map Amendment.
Action Requested (Recommended):	Staff is recommending approval and the Zoning Commission is recommending denial.
Comply with Policy:	Yes.
Background:	The subject property is located in the unincorporated village of White Oak and is currently used in sod and row crop production. White Oak contains a mix of properties zoned "AG" Agricultural District, used in row crop production, as well as properties containing single family residences zoned "ER" Estate Residential District. The proposed rezoning would allow the property owners, Metro Turf LLC, to subdivide the property with a higher density of lots. The property owners are proposing five (5) large lots accessing NE 150th Avenue and without a significant water main upgrade in the area they could be limited to only those five (5) lots. Staff considers this a request that is conforming to the intent of the Comprehensive Plan and Future Land Use Map even though the Future Land Use Map only designates the south half of the subject property as Estate Residential classification. The Comprehensive Plan contains a Village Area Plan for White Oak that emphasizes the promotion of continued large-lot development in area of the subject property.
Action Impact:	If approved, the rezoning would allow for subdivision of the subject property at a higher density.
Fiscal Note:	None.

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

Attachment A:

Polk County Zoning Map Amendment
(Map – Existing Zoning)



General Location:

3630 NE 150th Avenue, Cambridge. The subject property is located on the north side of NE 150th Avenue, being approximately one-quarter (¼) mile west of the intersection of NE White Oak Drive and NE 150th Avenue. Subject property is approximately 103.4 acres in size within Section 8 and 9 of Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township).

Legal Description:

Subject property – A part of the E ½ of the SE ¼ of Section 8 and a part of the W ½ of the SW ¼ of Section 9, Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township). The Rezoning Area is the entire 103.4-acre subject property.

Existing Zoning:

"AG" Agricultural District

Proposed Zoning:

"ER" Estate Residential District

FY 24/25 CIGARETTE/TOBACCO/NICOTINE/VAPOR PERMITS

May 7, 2024 Agenda

<u>Establishment</u>	<u>Address</u>
Casey's #4	6565 NW 6 th Drive, Des Moines, 50313
Casey's #45	2890 E Broadway, Des Moines, 50317
Casey's #1901	2541 NW 66 th Ave, Des Moines, 50313
Casey's #3075	6981 NE 14 th Street, Ankeny, 50023
Kum & Go #539	5050 NW 2 nd Street, Des Moines, 50313

R: Common Files/Licenses/Cig-licenses/Agenda—Permit List (current year-i.e. 2024)

2015-5003

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 1600 Dean Avenue, Des Moines, Iowa and legally described as:

-EX N 39.2 F- W 37 F LOT 1 BLK 61 STEWARTS ADDITION

To Bruce and Heather Hubbard for a total of \$3,700.00; 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 May 21, 2024, 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 _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

Fiscal Note: \$3,700.00 to Real Estate Fund

#12

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 87-24 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File 2015-5003, parcel located at 1600 Dean Avenue to Bruce and Heather Hubbard, District 40 Parcel 05573-000-000.

Agenda Date: May 7, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Set Public Hearing

Comply with Policy: Yes, Proposal

Background: Polk County received a proposal from Bruce and Heather Hubbard for a total of \$3,700.00 to purchase this parcel. The County received this parcel by tax deed in January of 2024. Property size is 37' x 83'.

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
23/24			\$3,700.00			

Additional Fiscal Note Information (optional):

NOTICE OF PUBLIC HEARING

The Polk County Board of Supervisors will hold a Public Hearing on the 21st of May, 2024 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 1600 Dean Avenue, Des Moines, Iowa and described as:

-EX N 39.2 F- W 37 F LOT 1 BLK 61 STEWARTS ADDITION

To Bruce and Heather Hubbard for a total of \$3,700.00. For additional information, contact Polk County Public Works, Real Estate Division at (515)286-3705.



2014-2402

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 2020 10th Street, Des Moines, Iowa and legally described as:

LOT 112 THIRD PLAT PROSPECT PARK

To Libier Bermudez for a total of \$13,300.00; and

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

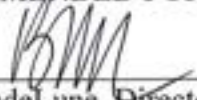
NOW, THEREFORE BE IT RESOLVED that a public hearing on this proposed disposal of the County's interest in real estate will be held on the date of May 21, 2024, at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa. The Auditor is directed to publish notice of the public hearing.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

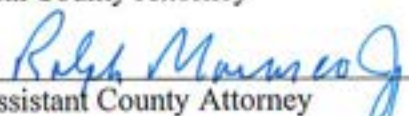
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

Fiscal Note: \$13,300.00 to Real Estate Fund

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 88-24 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File 2014-2402, parcel located at 2020 10th Street to Libier Bermudez, District 80 Parcel 05571-000-000.

Agenda Date: May 7, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Set Public Hearing

Comply with Policy: Yes, Proposal

Background: Polk County received a proposal from Libier Bermudez for a total of \$13,300.00 to purchase this parcel. The County received this parcel by tax deed in January of 2024. Property size is .265 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
23/24			\$13,300.00			

Additional Fiscal Note Information (optional):

NOTICE OF PUBLIC HEARING

The Polk County Board of Supervisors will hold a Public Hearing on the 21st of May, 2024 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 2020 10th Street, Des Moines, Iowa and described as:

LOT 112 THIRD PLAT PROSPECT PARK

To Libier Bermudez for a total of \$13,300.00. For additional information, contact Polk County Public Works, Real Estate Division at (515)286-3705.



2014-2398

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 1603 University Avenue, Des Moines, Iowa and legally described as:

-EX E 38.5F- &-EX BEG SW COR THN N 4.64F NELY 40.68F S 6.91F TO S LN- LT 155
KEOSAUQUA WAY PLAT

To Travis and Keisha Bruns for a total of \$1,800.00; 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 May 21, 2024, 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 _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

Fiscal Note: \$1,800.00 to Real Estate Fund

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 89-24 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File 2014-2398, parcel located at 1603 University Avenue to Travis and Keisha Bruns, District 80 Parcel 03594-001-000.

Agenda Date: May 7, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Set Public Hearing

Comply with Policy: Yes, Proposal

Background: Polk County received a proposal from Travis and Keisha Bruns for a total of \$1,800.00 to purchase this parcel. The County received this parcel by tax deed in January of 2024. Property size is 40' x 84'.

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
23/24			\$1,800.00			

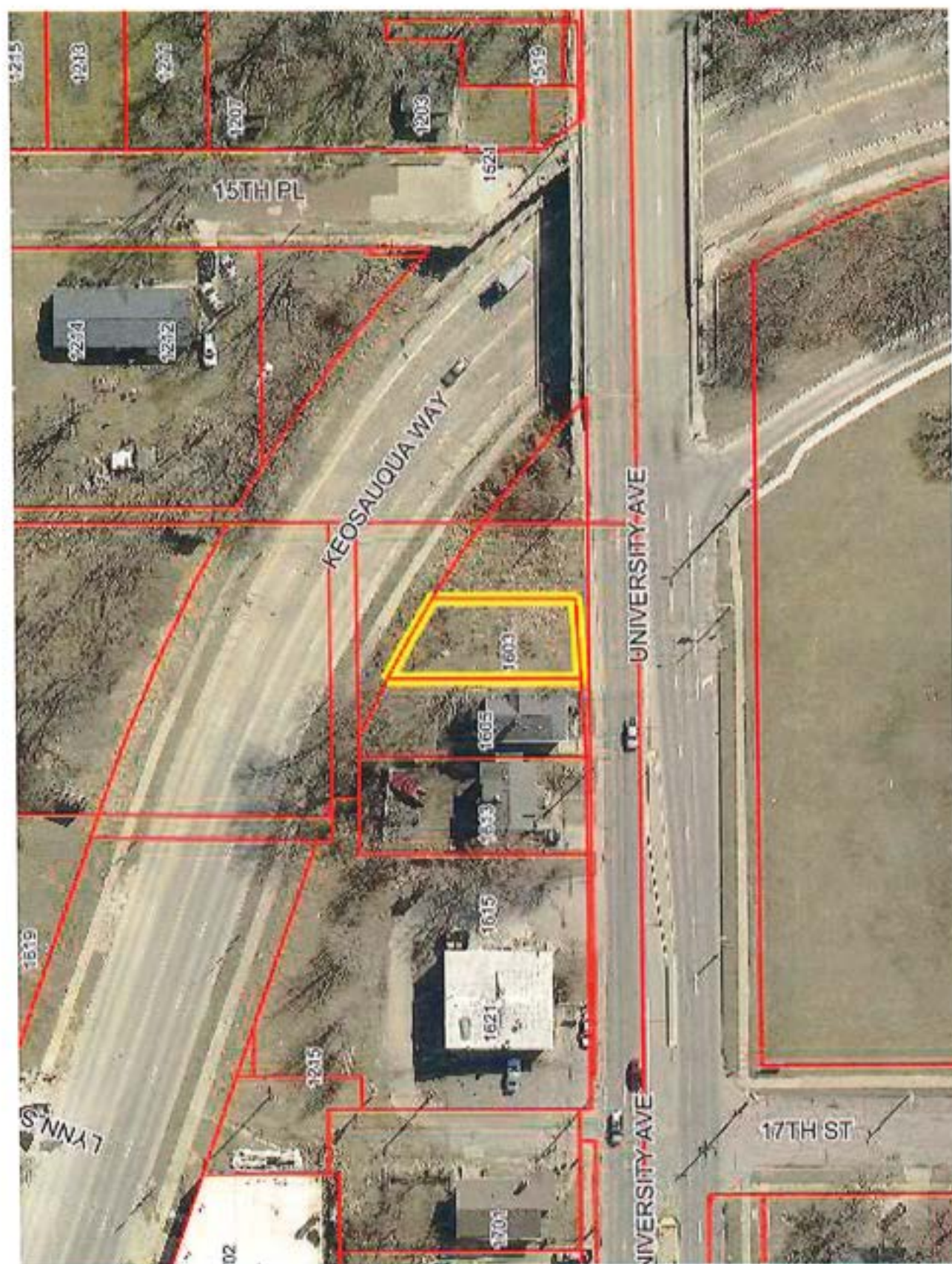
Additional Fiscal Note Information (optional):

NOTICE OF PUBLIC HEARING

The Polk County Board of Supervisors will hold a Public Hearing on the 21st of May, 2024 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 1603 University Avenue, Des Moines, Iowa and described as:

-EX E 38.5F- &-EX BEG SW COR THN N 4.64F NELY 40.68F S 6.91F TO S LN- LT 155
KEOSAUQUA WAY PLAT

To Travis and Keisha Bruns for a total of \$1,800.00. For additional information, contact Polk County Public Works, Real Estate Division at (515)286-3705.



2016-5010

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 small parcel located between 1601 8th Street and 713 College Avenue, Des Moines, Iowa and legally described as:

E 8F W 80F S 50F LT 9 BLK 12 POLK COUNTY HOMESTEAD & TRUST COMPANY
ADDITION

To Christina Jens and Rina Lopez-Solis for a total of \$500.00; 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 May 21, 2024, 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 _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

Fiscal Note: \$ 500.00 to Real Estate Fund

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 90-24 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File #2016-5010, a small parcel located between 1601 8th Street and 713 College Avenue to Christina Jens and Rina Lopez-Solis. District 080 Parcel 05285-001-000.

Agenda Date: May 7, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Set Public Hearing

Comply with Policy: Yes, Proposal.

Background: Polk County received a proposal from Christina Jens and Rina Lopez-Solis for a total of \$500.00 to purchase this parcel. The County received this parcel by tax deed in January of 2024. Property size is 8' x 50'. Parcel is not 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
23/24			\$500.00			

Additional Fiscal Note Information (optional):

NOTICE OF PUBLIC HEARING

The Polk County Board of Supervisors will hold a Public Hearing on the 21st of May, 2024 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 small parcel located between 1601 8th Street and 713 College Avenue, Des Moines, Iowa and described as:

E 8F W 80F S 50F LT 9 BLK 12 POLK COUNTY HOMESTEAD & TRUST COMPANY
ADDITION

To Christina Jens and Rina Lopez-Solis for a total of \$500.00. For additional information, contact Polk County Public Works, Real Estate Division at (515)286-3705.



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

NOW, THEREFORE BE IT RESOLVED BY POLK COUNTY, IOWA, that pursuant to the provisions of Chapter 317 and 331.384, of the *Code of Iowa*, it is hereby ordered:

1. That each owner and each person in possession or control of any lands in Polk County, shall cut, burn or otherwise destroy all noxious weeds thereon, as defined in Chapter 317 of the Iowa Code, at such times in each year and in such manner shall prevent said weeds from blooming or coming to maturity, and shall keep said lands free from such growth or any other weeds, as shall render the streets or highway adjoining said lands unsafe for public travel, noxious weeds shall be cut or otherwise destroyed on or before the following date, and as often thereafter as is necessary to prevent seed production.

ALL NOXIOUS WEEDS by May 13, 2024.

2. That each owner and each person in the possession or control of any lands in Polk County shall upon notification, adopt a program of weed destruction, described by the Weed Commissioner, on land infested with any noxious weeds including quack grass, perennial peppergrass, Russian Knapweed, and be expected to destroy and will immediately keep under control such infestations of said noxious weeds.

3. That each owner and each person in possession or control of any lands in Polk County, shall cut, burn or otherwise destroy all weeds, grass, vines, brush, and dead, damaged or unsightly bushes, trees, or other offensive growth which constitutes health, safety, or fire hazard as provided in section 331.384, *Code of Iowa*. Growth of weeds, vines, or grass higher than 12 inches above the ground is a health, safety, or fire hazard.

4. That if the owners or persons in possession or control of any land in Polk County fail to comply with the foregoing orders, the Weed Commissioner shall cause this to be done and the expense of said work, including costs of serving notice and other costs, if any, to be assessed against the real estate.

5. That the County Auditor be and is hereby directed to cause notice of the making and entering of the foregoing order by one publication in each of the official newspapers of the County.

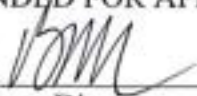
Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

#16

RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. WC-3-24 ordering destruction of noxious weeds and other offensive growth and authorize Auditor to publish notice.

Agenda Date: May 7, 2024

Contact Individual: Bret VandeLune, Weed Commissioner, Polk County Public Works Department, 286-2290

Previous Action taken by the Board: Annual Resolution, WC-3-23, dated April 18, 2023

Board/Commission Actions: N/A

Action Requested (Recommended): To publish notice of noxious weed destruction

Comply with Policy: Yes

Background: Per Chapter 317 and 331.384, *Code of Iowa*, the Polk County Board of Supervisors shall publish notice of noxious weed destruction program.

Action Impact: The resolution authorizes the Polk County Auditor to publish notice of noxious weed destruction program and orders the Weed Commissioner to destroy said weeds if not done by the property owner.

Fiscal Note: None

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

Additional Fiscal Note Information (optional):

May 7, 2024

RESOLUTION

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

WHEREAS, a rezoning petition was submitted to the Polk County Board of Supervisors by Joe and Jon Gioffredi of GIO Commercial LLC (Prospective Buyer), 7075 NE 14th Street, Ankeny, IA 50023, with consent from Catherine Smith of CES Holdings LLC (Contract Buyer), 1501 NW Parkridge Place, Ankeny, IA 50023 and Tara Meredith of DRA Properties LC (Title Holder), 1525 NE 36th Street, Ankeny, IA 50021, for the subject property located at 1300 NE 72nd Avenue, Ankeny. The subject property is located on the north side of NE 72nd Avenue, being approximately 225 feet west of the intersection of NE 72nd Avenue and NE 14th Street. The subject property is legally described as follows:

A part of the North ½ of the SE ¼ of Section 35, Township 80 North, Range 24 West of the 5th P.M. (Crocker Township).

WHEREAS, the Petitioners are requesting a Polk County 2050 Comprehensive Plan Amendment and Zoning Map Amendment to change the Future Land Use Map classification from Neighborhood Commercial to Business Park, and to change the Zoning Map from the "LDR" Low Density Residential District to the "LI" Light Industrial District for the entire 0.64-acre subject property; and

WHEREAS, the Polk County Zoning Commission met on April 22, 2024, and recommended approval of the requested Polk County 2050 Comprehensive Plan and Zoning Map Amendments by a vote of 6-0, with one (1) member absent; and

WHEREAS, Iowa Code Section § 335.6 requires a public hearing for a rezoning.

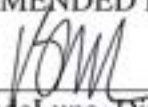
NOW, THEREFORE BE IT RESOLVED that a public hearing on this proposed rezoning is set for June 4, 2024 at 9:30 A.M. in Room 120 of the Polk County Administrative Office Building 111 Court Avenue, Des Moines, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: No cost to the County

#17

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 94-24 Setting a Public Hearing for a Rezoning Petition and requesting the Auditor to publish notice for the subject property located at 1300 NE 72nd Avenue, Ankeny, within Section 35 of Crocker Township.

Agenda Date: May 7, 2024

Contact Individual: Brian McDonough, Planning & Development Manager, Polk County
Public Works Department, 286-3705

Previous Action taken by the Board: None

Board/Commission Actions: The Polk County Zoning Commission met on April 22, 2024, and voted six (6) in favor, and zero (0) against, with one (1) member absent to recommend approval of a Polk County 2050 Comprehensive Plan Future Land Use Map Amendment from Neighborhood Commercial classification to the Business Park classification, and a Polk County Zoning Map Amendment from the "LDR" Low Density Residential District to the "LI" Light Industrial District.

Action Requested (Recommended): Setting a public hearing for June 4, 2024.

Comply with Policy: No.

Background: The area surrounding the subject property consists of many single-family residences zoned "LDR" Low Density Residential District or "PUD" Planned Unit Development within the City of Ankeny. The subject property has historically been used as a race car or automobile repair shop which is a legal non-conforming use under the current zoning of "LDR" Low Density Residential. The proposed rezoning would allow the property owners, GIO Commercial LLC, to use the existing building on the subject property as a property maintenance facility for storage and repair of lawn care and snow removal equipment.

The request is not in accordance of with the Comprehensive Plan and Future Land Use Map. Approval of the request would permit commercial uses on the subject property that are incompatible with surrounding land uses and neighborhood character.

Action Impact: Approval of the Resolution sets the public hearing date and directs the Auditor's office to publish notice of the 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
23/24	N	N	N	N		

Additional Fiscal Note Information (optional): None

Public Notice

Notice of hearing on a proposed Zoning Map Amendment to the area described below and as provided under the Polk County Zoning Ordinance and under Chapter 331 AND Chapter 335 Code of Iowa, as amended.

To: All interested persons within the unincorporated territory of Polk County, Iowa:

Notice is hereby given that on Tuesday, June 4, 2024 at 9:30 am, a public hearing will be held by the Polk County Board of Supervisors. The hearing will take place in Room 120 of the Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa 50309.

The purpose of the hearing is to take public testimony in connection with a proposed 2050 Comprehensive Plan Amendment and Zoning Map Amendment to the Official Polk County Zoning Map from Petitioners, Jon and Joe Gioffredi of GIO Commercial LLC (Prospective Buyer), 7075 NE 14th Street, Ankeny, IA 50023, with consent from Catherine Smith of CES Holdings LLC (Contract Buyer), 1501 NW Parkridge Place, Ankeny, IA 50023 and Tara Meredith of DRA Properties LC (Title Holder), 1525 NE 36th Street, Ankeny, IA 50021, for the subject property located at 1300 NE 72nd Street, Ankeny, IA 50023. The Petitioners request a Polk County 2050 Comprehensive Plan Amendment and Zoning Map Amendment to change the Future Land Use Map classification from Neighborhood Commercial to Business Park and to change the Zoning Map from the "LDR" Low Density Residential District to the "LI" Light Industrial District for the entirety of the subject property to facilitate future redevelopment of a proposed property maintenance facility use. The subject property is located on the north side of NE 72nd Avenue, being approximately 225 feet west of the intersection of NE 72nd Avenue and NE 14th Street. The subject property is approximately 0.64 acres (27,878 SF) and is described as a part of the North ½ of the SE ¼ of Section 35, Township 80 North, Range 24 West of the 5th P.M. (Crocker Township). The Petitioners are requesting to rezone the entire 0.64-acre subject property.

Legal Description of Subject Property

Commencing at the Southeast corner of said North 1/2 of the Southeast 1/4; thence South 89° 33'58" West along the South line of said North 1/2, 402.68 feet; thence North 0°04'34" East, 45.00 feet to the Point of Beginning; thence continuing North 0° 04'34" East, 200.37 feet; thence North 89°41'28" East, 140.00 feet; thence South 0°04'34" West, 200.07 feet; thence South 89°33'58" West, 140.00 to the Point of Beginning and containing 27,960 S.F. (0.64 acres) more or less.

The proposed Map Amendments were heard by the Polk County Zoning Commission at their public hearing on Monday April 22, 2024 at 7:00 pm, where the Commission recommended approval of the proposed Amendments by a vote of 6-0, with one (1) member absent.

Anyone wishing to appear before the Polk County Board of Supervisors shall have an opportunity to be heard.

The application is available by contacting the Polk County Public Works Department, Planning & Development Division by emailing publicworks@polkcountyiowa.gov or calling (515) 286-3705.

Polk County Board of Supervisors,
BY: Angela Connolly, Chair

Attest:

BY: Jamie Fitzgerald,
Clerk of the Board of Supervisors

RESOLUTION

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

WHEREAS, the bridge replacement of BR2444 on NW 86th St is included in the approved 2024/25 Polk County Five (5) Year (2024-2029) Farm-To-Market and Secondary Road Capital Improvements Program; and

WHEREAS, Polk County Public Works requested a proposal from Calhoun-Burns and Associates, Inc. to provide preliminary construction plans for the bridge replacement; and

WHEREAS, Polk County Public Works reviewed the Professional Services Agreement and recommends approval.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Professional Services Agreement with the firm of Calhoun-Burns and Associates, Inc. for the design services specified in the agreement and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to Calhoun-Burns and Associates, Inc. and administer the agreement on behalf of Polk County.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: Cost estimated at \$75,500.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 97-24 to approve the Professional Services Agreement with the firm of Calhoun-Burns and Associates, Inc. for design services for the replacement of BR2444.

Agenda Date: May 7, 2024

Contact Individual: Rachel Conrad, P. E., Assistant County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Action Requested (Recommended): Approve the terms of the Professional Services Agreement for design services with the firm of Calhoun-Burns and Associates, Inc., authorize the Chair of the Polk County Board of Supervisors to execute the Professional Services Agreement on behalf of Polk County, Iowa, direct the Public Works Department to return a copy of the agreement to Calhoun-Burns and Associates, Inc., and administer the agreement on behalf of Polk County, Iowa.

Comply with Policy: Yes

Background: The BR2444 bridge replacement project is in the approved 2024/25 Polk County Five (5) Year (2024-2029) Farm-To-Market and Secondary Road Capital Improvements Program.

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

Fiscal Note: \$75,500 for design services.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	NA	\$20,000	N	N		
24/25		\$55,500				

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

WHEREAS, Polk County renewed its Integrated Roadside Vegetation Management Program in 2023 to restore native vegetation and control noxious weeds in Polk County Road right-of-way; and

WHEREAS, completing a roadside inventory will document the existing state of vegetation, including native vegetation, areas of concern, and key opportunities; and

WHEREAS, Polk County will utilize the roadside inventory to prioritize activities and set annual goals for roadside improvements; and

WHEREAS, Foth Infrastructure & Environmental LLC, as the consultant to complete the roadside inventory, has assisted numerous other County programs to complete similar assessments; and

WHEREAS, Foth Infrastructure & Environmental LLC has provided a professional services agreement to complete the roadside inventory for an estimated cost of \$17,400.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the Professional Services Agreement between Polk County, Iowa and Foth Infrastructure & Environmental LLC, authorizes the Chair of the Polk County Board of Supervisors to Execute the Agreement on Polk County's behalf, and authorizes the Public Works Department to administer the Agreement on behalf of Polk County.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 93-24 to approve the Professional Services Agreement between Polk County and Foth Infrastructure & Environment LLC for Roadside Inventory Services.

Agenda Date: May 7, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

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

Comply with Policy: Yes

Background: Polk County Public Works has begun implementing an Integrated Roadside Vegetation Management Program to restore native vegetation and control noxious weeds along County roads. Foth Infrastructure & Environment LLC will be completing a Roadside Inventory to catalog the existing condition and vegetation along all County roads.

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

Fiscal Note: This project is funded through the Public Works budget.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24						
24/25	Y	\$17,400		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

WHEREAS, a portion NE Frisk DR is joint jurisdictional roadway between Polk County and the City of Ankeny and is in need of paving. Polk County developed a Cooperative Service Agreement for the 2024-25 Local HMA Resurfacing Project which details the funding and project development responsibilities of each party.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Cooperative Public Service Agreement with the City of Ankeny and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County, Iowa; and

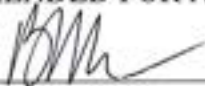
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the City of Ankeny and administer the agreement on behalf of Polk County.

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: The City of Ankeny will reimburse the County for their share of the project costs, estimated at \$111,540.00.

#20

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 91-24 to approve a Cooperative Public Service Agreement with the City of Ankeny for the resurfacing of NE Frisk Dr between NE 94th Ave and NE 102nd Ave.

Agenda Date: May 7, 2024

Contact Individual: Aaron Putnam P.E., County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: None Required

Board/Commission Actions: None Required

Action Requested (Recommended): Approve the terms of the Cooperative Public Service Agreement, adopt the agreement, and authorize the Chair to execute the agreement on behalf of Polk County.

Comply with Policy: Yes

Background: A portion of NE Frisk Drive is joint jurisdictional roadway between Polk County and the City of Ankeny and is in need of paving. Polk County developed a Cooperative Service Agreement for the 2024-25 Local HMA Resurfacing Project which details the funding and project development responsibilities of each party.

Action Impact: Allows the project to proceed.

Fiscal Note: The City of Ankeny will reimburse the County for their share of the project costs, estimated at \$111,540.00.

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Chapter 30 of the Polk County Code of Ordinances-Residential Recycling was adopted in April of 2002 and amended in April of 2009; and

WHEREAS, the cost of providing the service has changed so the collection schedule needs to be updated; and

WHEREAS, the fee increase of \$0.04 per month is calculated based on nationally published Consumer Price Indexes (CPI) and fuel index that is a provision of the Metro Waste Authority (MWA) contract with Waste Management for collection services.

NOW, THEREFORE BE IT RESOLVED that the boundaries of the service area where the CURB IT! Program is provided in the unincorporated portion of Polk County are shown on the official CURB IT! map and includes the eligible households accessing the roads shown on the map; and

BE IT FURTHER RESOLVED that new homes within the service area are added to the CURB-IT Program as they become occupied; and

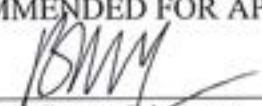
BE IT FURTHER RESOLVED that the annual service fee for each eligible household, beginning on July 1, 2024, is set at \$54.96 plus the administrative cost of collection by Polk County or Des Moines Water Works.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

Fiscal Note: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 98-24 sets the annual service fee for Polk County's Residential Recycling Program (Curb-it)

Agenda Date: May 7, 2024

Contact Individual: Brian McDonough, Planning and Development Manager, Polk County Public Works Department, 286-2291

Previous Action taken by the Board: Annual Curb-it Resolution

Board/Commission Actions: N/A

Action Requested (Recommended): Establish the annual service fee and collection schedule for the Curb It program July 1, 2024 - June 30, 2025

Comply with Policy: Yes

Background: Chapter 30 of the Polk County Code of Ordinances- Residential Recycling was adopted in April, 2002 and amended June 2009. The cost of providing the service has changed so the collection schedule needs to be updated. The fee increase of \$0.04 per month is calculated by Metro Waste Authority as provided for in the contract for collection services. New homes and subdivisions within the existing service area are added according to the requirements of Chapter 30. The boundaries of the service area where the CURB IT! Program is provided in the unincorporated portion of Polk County as shown on the official CURB IT! map. Copies of the official map of the service area and properties served are available at the Public Works office.

Action Impact: By this resolution, Polk County, Iowa approves the annual service fee for each eligible household, beginning on July 1, 2024, is set at \$54.96 plus the administrative cost of collection by Polk County or Des Moines Water Works.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24						
24/25	Y	\$513,601.20	\$513,601.20			

RESOLUTION

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

WHEREAS, Polk County, Iowa through the Department of Community, Family and Youth Services, has provided funding to Families Forward (formerly known as Hawthorn Hill - New Directions Shelter) to support shelter and services for homeless families in Polk County, Iowa; and

WHEREAS, Polk County and Families Forward desire to enter-into an Agreement to continue to fund and provide shelter and services for homeless families in Polk County, Iowa; and

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

WHEREAS, the amount paid by Polk County for the support of shelter and services for homeless families shall not exceed \$15,000.00 per fiscal year and the maximum amount to be paid by Polk County, Iowa for the term of this Agreement shall not to exceed \$45,000.00; and

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

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

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____


Assistant County Attorney

FISCAL NOTE: fiscal year expenditures not to exceed \$15,000.00 per fiscal year; maximum amount to be paid for the term of this Agreement shall not to exceed \$45,000.00

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement with Families Forward (New Directions Shelter) for shelter and services for homeless families.

Agenda Date: May 7, 2024

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

Previous Action taken by the Board: A similar agreement was approved by the Board on June 29, 2021.

Board/Commission Actions: None

Comply with Policy: Yes

Background: Polk County, through its Department of Community, Family & Youth Services has an Agreement with Families Forward – New Directions Shelter (f/k/a Hawthorn Hill) to support shelter and services for homeless families in Polk County. The New Directions Shelter provides emergency housing for 30 days, meals, laundry facilities, and case management to assist families in returning to self-sufficiency.

This Agreement provides financial support of \$15,000.00 per fiscal year. The total amount of this Agreement shall not exceed \$45,000.00. The term of the Agreement is July 1, 2024 through June 30, 2027.

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 New Direction Shelter.

Fiscal Note: Funding for this service was already included in the CFYS 24/25 budget request

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y	0	\$15,000		N	10233111.74020	
25/26	Y	0	\$15,000		N	10233111.74020	
26/27	Y	0	\$15,000		N	10233111.74020	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa through the Department of Community, Family and Youth Services, has provided funding to Primary Health Care, Inc. Homeless Support Services Program to support health care and supportive services for homeless and near homeless citizens in Polk County, Iowa; and

WHEREAS, Polk County and Primary Health Care desire to enter-into a new Agreement for Polk County to provide funding to Primary Health Care for health care and supportive services for homeless and near homeless citizens in Polk County, Iowa; and

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

WHEREAS, the amount paid by Polk County for the support of health care and supportive services for homeless and near homeless citizens shall not exceed \$50,000.00 per fiscal year and the maximum amount to be paid by Polk County, Iowa under the entire term of this Agreement shall not exceed \$150,000.00; and

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

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the terms of the attached Agreement with Primary Health Care (Homeless Support Services Program) for health care and supportive services for homeless and near homeless citizens in Polk County, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

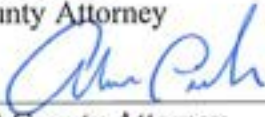
RECOMMENDED FOR APPROVAL:



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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: fiscal year expenditures shall not exceed \$50,000.00 per fiscal year; the maximum amount of expenditures under the entire term of this Agreement shall not exceed \$150,000.00.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement with Primary Health Care, Inc (PHC) (Homeless Support Services Program) for health care and supportive services for homeless and near homeless citizens in Polk County.

Agenda Date: May 7, 2024

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

Previous Action taken by the Board: A similar agreement was approved by the Board on June 22, 2021.

Board/Commission Actions: None.

Comply with Policy: Yes

Background: Polk County, through its Department of Community, Family & Youth Services, has previously had an agreement with Primary Health Care, Inc (PHC) for its Homeless Support Services program (Centralized Intake) that serves as a starting point for homeless or near homeless individuals. Centralized Intake is a collaborative effort of over 30 organizations throughout Polk County that address homelessness in our community. The efforts of Centralized Intake are overseen by the Continuum of Care Board (COCB), which consists of individuals representing various organizations throughout Polk County.

Services provided by PHC staff include: outreach, assisting individuals with access to mainstream resources, referrals for medical, dental, mental health, substance abuse, job placement and support, legal and social services, homeless advocacy, and networking along with case management services.

This Agreement provides financial support of \$50,000.00 per fiscal year from Polk County to PHC. The total amount of this Agreement shall not exceed \$150,000. The term of the Agreement is July 1, 2024 through June 30, 2027.

Action Impact: Approval of this Agreement will authorize Polk County, Iowa to continue the funding to support the services for homeless/near homeless individuals provided by the Primary Health Care Homeless Support Services program.

Fiscal Note: Funding for these services was already included in the CFYS 24/25 budget request

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y	0	\$50,000		N	10233111.74020	
25/26	Y	0	\$50,000		N	10233111.74020	
26/27	Y	0	\$50,000		N	10233111.74020	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County has applied to Aging Resources of Central Iowa for Title III federal funds to be utilized for Senior Services programming for FY 24/25 and FY 25/26; and

WHEREAS, Aging Resources has approved the proposals for this time period and thus, Polk County and Aging Resources desire to enter-into an agreement for the provision of funding; and

WHEREAS, Aging Resources has awarded funding for services in the areas of: Nutrition, Transportation, Outreach, Health Promotion & Disease Prevention; and

WHEREAS, the agreement will produce FY revenue in the following amounts:

Nutrition	\$227,000.00
Transportation/Assisted Transportation	\$115,955.00
Outreach	\$ 17,350.00
Health Promotion & Disease Prevention	\$ 16,435.00
Special Transportation	\$ 17,350.00

WHEREAS, this Agreement is made and entered into as a two-year agreement and for the term of July 1, 2024 through June 30, 2026.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with Aging Resources of Central Iowa for Title III federal funds in the total amount of \$394,090 for Senior Services and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By:  _____
Assistant County Attorney

FISCAL NOTE: FY24/25 and FY25/26 Revenue of \$394,090

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement between Polk County, Iowa and Aging Resources of Central Iowa for funding of nutrition and supportive services.

Agenda Date: May 7, 2024

Contact Individual: Joyce Webb, Program Administrator
Polk County Community, Family & Youth Services
(515) 286-2113

Previous Action taken by the Board: A similar agreement was approved by the Board on April 26, 2022.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Every two years, Polk County applies for federal funding that is appropriated through Aging Resources of Central Iowa. The funding covers nutrition and supportive services that are provided to persons over 60 years of age in Polk County. Agreements for funding by Aging Resources of Central Iowa detail the amounts of the funds granted to Polk County for FY 24/25 and FY 25/26 as shown below.

CONTRACT	AWARD	EXPENSE CODE	REVENUE CODE
Nutrition	\$227,000	10233402	10233402.52450
Outreach Services	\$17,350	10233401	10233401.52450
Health Promotion/Disease Prevention	\$16,435	10233403	10233403.52450
Assisted Transportation/Transportation	\$115,955	10233411	10233411.52450
Special Transportation	\$17,350	10233411	10233411.52450

Action Impact: Approval of this contract will allow Polk County Senior Services to continue to provide quality meals in congregate meal sites and supportive services to Polk County residents.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$0	\$394,090	N	See above table	See above table
25/26	N	0	\$0	\$394,090	N	See above table	See above table

RESOLUTION

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

WHEREAS, Polk County, Iowa has a tradition of sponsoring a Senior Citizen Fest at the Varied Industries Building at the Iowa State Fairgrounds each spring; and

WHEREAS, the date chosen for this year's event is May 15, 2024; and

WHEREAS, in order to hold this event, Polk County, Iowa and the Iowa State Fair desire to enter-into an Events Lease Contract for the lease of the Varied Industries Building and necessary furnishings within; and

WHEREAS, with a lease agreement of \$5,500, and additional related expenses, the estimated cost of the event is \$11,000.00 and funds are available in the Community, Family and Youth Services Department budget to cover the expense.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Events Lease Contract, with the Iowa State Fair for lease of the Varied Industries Building for Senior Fest, and authorizes the Chair of the Polk County Board of Supervisors to sign said Events Lease Contract on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: 2024 Senior Fest Lease - \$11,000

#25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Events Lease Contract with the Iowa State Fairgrounds for the Polk County Senior Fest 2024.

Agenda Date: May 7, 2024

Contact Individual: Joyce Webb, Program Administrator
Community, Family & Youth Services Dept.
286-2113

Previous Action taken by the Board: The Board of Supervisors approved a similar agreement on April 18, 2023.

Board/Commission Actions: None

Comply with Policy: Yes

Background: The Polk County Community, Family & Youth Services Department has hosted a Senior Fest annually at the Varied Industries Building at the Iowa State Fairgrounds for more than 30 years. The event is held each spring and attended by approximately 1,100 older adults. In 2024, Senior Fest will have a state fair theme and will include informational booths, dancing, carnival games, and lunch. The 2024 Senior Fest will take place on Wednesday, May 15, 2024.

Action Impact: Approval of this Agreement will allow Polk County, Iowa to lease space to host an event that will provide the meal as well as host free activities that educate, entertain, and connect older adults. Additional equipment and related costs are not specified in the lease contract but those expenses are included in the overall anticipated overall expense listed below

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$11,000	\$0	N	10233400.77490	10233400.58150

Additional Fiscal Note information (optional):

RESOLUTION

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

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

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

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

WHEREAS, lead paint hazards and the necessary corrective actions have been identified at 2909 Don Lee Ct., Des Moines, Iowa 50317; and

WHEREAS, bids were received by 2:00PM on 4/23/2024; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

The B Jr Company LLC	\$8,325.00
FexSteve Limited Company	\$12,725.00
Richmond Construction	\$14,900.00
Demcole, LLC	\$15,640.00

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

WHEREAS, the lowest responsive bid was submitted by The B Jr Company LLC; and

WHEREAS, the Polk County Health Department has reviewed the The B Jr Company LLC bid proposal and recommends acceptance for **\$8,325.00**; and

WHEREAS, The B Jr Company LLC, Amanda Lindsay and Polk County, Iowa desire to enter into a Lead Remediation Contract to provide a lead-safe home.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the bid for **\$8,325.00** from The B Jr Company LLC, and authorizes the Chair of the Polk County Board of Supervisors to sign Home Lead Remediation Contract on behalf of Polk County, Iowa.

Approved this ____ day of _____, 2024.

#26

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Chris Loh
Assistant County Attorney

FISCAL NOTE: FY 23/24 revenue	\$8,325
FY 23/24 expenses	\$8,325

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 2909 Don Lee Ct., Des Moines, Iowa 50317.

Agenda Date: May 7, 2024

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

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

Board/Commission Actions: N/A

Comply with Policy: Yes.

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

Amanda Lindsay owns a property at **2909 Don Lee Ct., Des Moines, Iowa 50317**. Ms. Lindsay has ten visiting children under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the exterior and interior of the home. Bids were publicly opened on **April 23, 2024**. The following bids were received:

The B Jr Company LLC	\$8,325.00
FexSteve Limited Company	\$12,725.00
Richmond Construction	\$14,900.00
Demcole, LLC	\$15,640.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **The B Jr Company LLC** in the amount of \$8,325.00. **The B Jr Company LLC** is a Certified Lead Abatement Contractor in the State of Iowa.

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

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N	0	\$7,750	\$7,750	N	10223018.77440.01	10223018.52440
23/24	N	0	\$575	\$575	N	10223018.77440.05	10223018.52440

RESOLUTION

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

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

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

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

WHEREAS, lead paint hazards and the necessary corrective actions have been identified at 2563 Maury Street, Des Moines, Iowa 50317; and

WHEREAS, bids were received by 2:00PM on 4/23/2024; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FexSteve Limited Company	\$3,550.00
Demcole, LLC	\$5,700.00
Richmond Construction	\$8,000.00

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

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

WHEREAS, the Polk County Health Department has reviewed the FexSteve Limited Company bid proposal and recommends acceptance for **\$3,550.00**; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the bid for **\$3,550.00** from FexSteve Limited Company, and authorizes the Chair of the Polk County Board of Supervisors to sign Home Lead Remediation Contract on behalf of Polk County, Iowa.

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

#27

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kim Graham
Assistant County Attorney

FISCAL NOTE: FY 23/24 revenue	\$3,550
FY 23/24 expenses	\$3,550

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 2563 Maury Street, Des Moines, Iowa 50317.

Agenda Date: May 7, 2024

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

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

Board/Commission Actions: N/A

Comply with Policy: Yes.

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

Jeannett Anaya owns a property at **2563 Maury Street, Des Moines, Iowa 50317**. Ms. Anaya has one child under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the exterior of the home. Bids were publicly opened on **April 23, 2024**. The following bids were received:

FexSteve Limited Company	\$3,550.00
Demcole, LLC	\$5,700.00
Richmond Construction	\$8,000.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **FexSteve Limited Company** in the amount of \$3,550.00. **FexSteve Limited Company** is a Certified Lead Abatement Contractor in the State of Iowa.

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

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N	0	\$1,200	\$1,200	N	10223018.77440.01	10223018.52440
23/24	N	0	\$2,350	\$2,350	N	10223018.77440.05	10223018.52440

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

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

WHEREAS, lead paint hazards and the necessary corrective actions have been identified at 2016 Meek Avenue, Des Moines, Iowa 50311; and

WHEREAS, bids were received by 2:00PM on 4/23/2024; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FexSteve Limited Company	\$8,950.00
Demcole, LLC	\$14,800.00
Richmond Construction	\$21,900.00

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

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

WHEREAS, the Polk County Health Department has reviewed the FexSteve Limited Company bid proposal and recommends acceptance for **\$8,950.00**; and

WHEREAS, FexSteve Limited Company, Ah Tun Than, Thae Su Yee and Polk County, Iowa desire to enter into a Lead Remediation Contract to provide a lead-safe home.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the bid for **\$8,950.00** from FexSteve Limited Company, and authorizes the Chair of the Polk County Board of Supervisors to sign Home Lead Remediation Contract on behalf of Polk County, Iowa.

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

#28

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kim Graham
Assistant County Attorney

FISCAL NOTE: FY 23/24 revenue	\$8,950
FY 23/24 expenses	\$8,950

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 2016 Meek Avenue, Des Moines, Iowa 50311.

Agenda Date: May 7, 2024

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

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

Board/Commission Actions: N/A

Comply with Policy: Yes.

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

Ah Tun Than & Thae Su Yee own a property at **2016 Meek Avenue, Des Moines, Iowa 50311**. They have one child under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the exterior and interior of the home. Bids were publicly opened on **April 23, 2024**. The following bids were received:

FexSteve Limited Company	\$8,950.00
Demcole, LLC	\$14,800.00
Richmond Construction	\$21,900.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **FexSteve Limited Company** in the amount of \$8,950.00. **FexSteve Limited Company** is a Certified Lead Abatement Contractor in the State of Iowa.

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

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N	0	\$8350	\$8350	N	10223018.77440.01	10223018.52440
23/24	N	0	\$600	\$600	N	10223018.77440.05	10223018.52440

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 to operate a congregate meal site at the Grimes Community Complex, 401 SE Main Street, Grimes, Iowa 50111; and

WHEREAS, the General Services Department has attached a Lease Agreement with the City of Grimes for the three-year period commencing April 1, 2024 and expiring March 31, 2027.

NOW, THEREFORE, BE IT HEREBY RESOLVED, Polk County, Iowa approves the terms of the attached Lease Agreement, with the City of Grimes, 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 _____, 2024.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

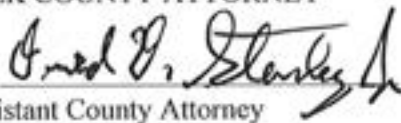
23/24-007

RECOMMENDED FOR APPROVAL:



Scott Ourth, Director
Polk County General Services

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

Fiscal Note:

#29

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Lease Agreement with City of Grimes to operate a congregate meal site.

Agenda Date: May 7, 2024

Contact Individual: Scott Ourth, Director of General Services
286-3129

Previous Action taken by the Board: None
Board/Commission Actions: None

Action Requested (Recommended): Approval

Comply with Policy: N/A

Background: The Lease Agreement provides space for the purpose of operating a congregate meal site. There has been mutually agreed upon rights and responsibilities that will control the operation of the meal site at the Grimes Community Complex, 410 SE Main Street, Grimes, Iowa 50111. The term of this agreement will be for three (3) years April 1, 2024 through March 31, 2027.

Action Impact: Approval of the terms of the attached agreement, adopts the agreement and authorizes the Chairperson to execute the agreement of behalf of Polk County, Iowa.

Fiscal Note: \$13,772.00 annual rent, no CAM fee

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25		\$13,772.00				
25/26		\$13,772.00				
26/27		\$13,772.00				

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the mobile homes on the attached list have been destroyed, dismantled, or removed from their mobile home park or from Polk County; and

WHEREAS, Polk County, Iowa or private buyers may be holding tax sale certificates to some of the mobile homes on the attached list; and

WHEREAS, Iowa Code Section 435.25(3) requires the abatement of taxes when mobile homes have been removed from the County where the taxes are owing or where the treasurer determines that it is administratively impractical to pursue collection of the total amount due.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa, having been informed by the Polk County Treasurer that it is administratively impractical to pursue collection of certain taxes, interest, and costs related to the mobile homes referenced in the attached parcel list, hereby abates all taxes, together with all late interest, costs and fees on those mobile homes referenced in the attached parcel list; and

BE IT FURTHER RESOLVED that the Polk County Treasurer is directed to strike from the tax books the reference to the mobile homes referenced in the attached parcel list; and

BE IT FURTHER RESOLVED that with reference to all mobile homes on the attached list, any private tax sale buyers and the Polk County Public Works Real Estate Division are directed to return the tax sale certificates to the Polk County Treasurer to be cancelled.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

#30

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: May 2024 Manufactured Home Abatement

Agenda Date: May 7, 2024

Contact Individual: Rachelle Hunt
Chief Executive Officer
Polk County Treasurer

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

Action Requested (Recommended): Approval to abate delinquent taxes and cancel Polk County tax sales against manufactured homes no longer in existence or residing in the State of Iowa.

Comply with Policy: Compliance with Iowa Code Section 435.25

Background:

In compliance with 435.25, Code of Iowa and in reference to all parcels listed, the Board of Supervisors shall direct the Polk County Real Estate Department and any private buyers to return the tax sale certificates to the Treasurer to be cancelled. Furthermore, they shall direct the Treasurer to abate subsequent taxes, together with all late interest, costs and fees.

Action Impact:

Additional Fiscal Note Information (optional): Abate Taxes - \$21,062.00, Cancel Tax Sales - \$6,970.00

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors certified the FY24/25 budget on April 23, 2024, and

WHEREAS, the Board of Supervisors, during the FY24/25 budget deliberations, authorized the following position modifications effective July 1, 2024:

County Attorney:

- Create one (1) Legal Assistant position, AFSCME grade 17, range \$63,834-\$83,557.

Conservation

- Create two (2) seasonal Assistant Naturalist positions, \$17.00-\$18.00 hourly.
- Create one (1) part-time Conservation Laborer – Parks position, \$17.00-\$18.00 hourly.
- Create one (1) part-time Conservation Laborer – Natural Resources position, \$18.00-\$19.00 hourly.
- Create fourteen (14) seasonal Facility Attendant positions, \$17.00-\$18.00 hourly.
- Reclassify one (1) part-time Conservation Laborer – Construction position, \$25.00-\$26.00 hourly, to one (1) Construction Technician position, Excluded grade 17, range \$73,219-\$96,207.

Veteran Affairs:

- Create one (1) Financial Assistance Clerk position, AFSCME grade 12, range \$50,873-\$66,349.

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

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Maurice
Assistant County Attorney

FISCAL NOTE: Costs are
incorporated in the FY24/25 budget.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modifications included in the FY24/25 Budget

Agenda Date: May 7, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: Certification of the FY24/25 Budget by resolution dated April 23, 2024.

Action Requested (Recommended): Create twenty (20) positions. Reclassify one (1) position.

Comply with Policy: Yes

Background: During budget deliberations, the Board of Supervisors authorized several positions modifications effective July 1, 2024 as outlined below.

Action Impact:

County Attorney:

Create one (1) Legal Assistant position, AFSCME grade 17, range \$63,834-\$83,557.

Conservation

Create two (2) seasonal Assistant Naturalist positions, \$17.00-\$18.00 hourly.

Create one (1) part-time Conservation Laborer – Parks position, \$17.00-\$18.00 hourly.

Create one (1) part-time Conservation Laborer – Natural Resources position, \$18.00-\$19.00 hourly.

Create fourteen (14) seasonal Facility Attendant positions, \$17.00-\$18.00 hourly.

Reclassify one (1) part-time Conservation Laborer – Construction position, \$25.00-\$26.00 hourly, to one (1) Construction Technician position, Excluded grade 17, range \$73,219-\$96,207.

Veteran Affairs:

Create one (1) Financial Assistance Clerk position, AFSCME grade 12, range \$50,873-\$66,349.

Fiscal Note: Costs are incorporated in the FY24/25 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
24/25	N				N		
25/26	N				N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the Director of Community, Family, and Youth Services has reviewed the operations of the Youth Services Division, and

WHEREAS, the Director is recommending creating a Lead Cook position that would assist with meeting Child Nutrition guidelines per the United States Department of Agriculture and Bureau of Nutrition and Health Services, and

WHEREAS, the guidelines are critical to ensure nutrition for youth in custody, as well as meet reimbursement requirements as set forth by the Iowa School Nutrition guidelines and the USDA, and

WHEREAS, the Human Resources conducted a review of the proposed duties and is recommending the following position modification:

- Create one (1) Lead Cook position, AFSCME grade 10, range \$44,732-\$58,236.
- Delete one (1) Cook position, AFSCME grade 9, \$42,791-\$55,656, upon vacancy.

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

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Munn
Assistant County Attorney

FISCAL NOTE: The estimated costs are \$292 for FY23/24, \$3,421 for FY24/25, and \$5,315 for FY25/26. Costs are offset by reimbursement funds received.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Community, Family, and Youth Services Department

Agenda Date: May 7, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Create one (1) Lead Cook position, AFSCME grade 10, range \$44,732-\$58,236. Delete one (1) Cook position, AFSCME grade 9, \$42,791-\$55,656, upon vacancy.

Comply with Policy: Yes

Background: The Director of Community, Family, and Youth Services has reviewed the operations of the Youth Services Division. In order to meet Child Nutrition guidelines per the United States Department of Agriculture and Bureau of Nutrition and Health Services, the Director is requesting to create a Lead Cook position to be responsible for assisting the Program Manager with menu planning and documentation. The guidelines are critical to ensure nutrition for youth in custody and meet standards for reimbursement as set forth by the Iowa School Nutrition guidelines and the USDA.

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

Fiscal Note: The estimated costs are \$292 for FY23/24, \$3,421 for FY24/25, and \$5,315 for FY25/26.

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

Additional Fiscal Note Information (optional): Costs are offset by reimbursement funds received.

RESOLUTION

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

WHEREAS, the Director of Public Works requested a review of the Civil Design Technician classification based on recent recruitment challenges related to this position, and

WHEREAS, the Human Resources Department has reviewed Public Works' proposed adjustments to the classification in light of the recruitment challenges, and

WHEREAS, the Human Resources Department is recommending the following position modification:

- Reclassify one (1) Civil Design Technician position, AFSCME grade 20, range \$70,454-\$92,360, to one (1) GIS and Utility Specialist position, AFSCME grade 20, range \$70,454-\$92,360.

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: Kimberly Graham
Assistant County Attorney

FISCAL NOTE: There is no cost associated with this action.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: May 7, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Reclassify one (1) Civil Design Technician position, AFSCME grade 20, range \$70,454-\$92,360, to one (1) GIS and Utility Specialist position, AFSCME grade 20, range \$70,454-\$92,360.

Comply with Policy: Yes

Background: The Director of Public Works requested a review of the Civil Design Technician classification based on recent recruitment challenges related to this position. The Human Resources Department has reviewed Public Works' proposed adjustments to the classification in light of the recruitment challenges and recommends modifications in core functions and requirements.

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

Fiscal Note: There is no cost associated with this action.

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

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

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

WHEREAS, forty-two (42) positions are working sporadic, non-consistent hours, and would be more appropriate classified as on-call employees, and

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

- Reclassify ten (10) Park Officer positions, \$29.00-\$30.00 hourly, from part-time to on-call.
- Reclassify fourteen (14) Facility Attendant positions, \$17.00-18.00 hourly, from part-time to on-call.
- Reclassify seventeen (17) Equestrian Program Assistant positions, \$15.00-16.00 hourly, from part-time to on-call.
- Reclassify one (1) Clerk position, \$17.00-18.00 hourly, from part-time to on-call.

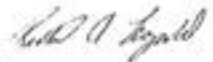
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the above position modifications and directs the County Auditor and Director of Human Resources to take the necessary steps to implement this resolution

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Rich Leopold, Director
Polk County Conservation

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney
By: 
Assistant County Attorney

FISCAL NOTE: No additional funds are being requested.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modifications within the Conservation Department

Agenda Date: May 7, 2024

Contact Individual: Richard Leopold, Director of Conservation

Previous Action taken by the Board: N/A

Action Requested (Recommended): Reclassify ten (10) Park Officer positions, \$29.00-\$30.00 hourly, from part-time to on-call. Reclassify fourteen (14) Facility Attendant positions, \$17.00-\$18.00 hourly, from part-time to on-call. Reclassify seventeen (17) Equestrian Program Assistant positions, \$15.00-\$16.00 hourly, from part-time to on-call. Reclassify one (1) Clerk position, \$17.00-\$18.00 hourly, from part-time to on-call.

Comply with Policy: Yes

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

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

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

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

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the Director of Conservation has reviewed the department operations, and

WHEREAS, Easter Lake North Shore programming and operations support is currently provided by the Great Outdoors Foundation, and

WHEREAS, it is a desire to create a permanent full-time position and twelve on-call part-time positions to provide on-going programming and operations support, and

WHEREAS, the Director of Conservation is recommending the following position modifications contingent on continued enterprise revenue:

- Create one (1) Easter Lake North Shore Program & Outreach Team Lead position, Management grade 16, range \$67,205-\$88,261.
- Create twelve (12) Facility Attendant positions, \$17.00-\$18.00 hourly.

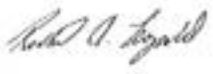
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the above position modifications and directs the County Auditor and Director of Human Resources to take the necessary steps to implement this resolution

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Rich Leopold, Director
Polk County Conservation

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney
By: 
Assistant County Attorney

FISCAL NOTE: Estimated costs are covered by transferred funds from the Great Outdoors Foundation.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modifications within the Conservation Department

Agenda Date: May 7, 2024

Contact Individual: Richard Leopold, Director of Conservation

Previous Action taken by the Board: N/A

Action Requested (Recommended): Create one (1) Easter Lake North Shore Program & Outreach Team Lead, Management grade 16, range \$ 67,205-\$88,261. Create twelve (12) on-call Facility Attendant positions, \$17.00-\$18.00 hourly. Positions are contingent on continued enterprise revenue.

Comply with Policy: Yes

Background: The Director of Conservation has reviewed the operations at Easter Lake North Shore, currently being provided by the Great Outdoors Foundation, and desires to create one full-time and twelve on-call part-time positions to provide on-going programming and operations support.

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

Fiscal Note: The Great Outdoors Foundation will transfer funds to Polk County to establish Enterprise Fund dollars. There are no additional costs associated with this action.

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Director of Conservation has reviewed all part-time and seasonal wages, and

WHEREAS, two classifications at the Jester Park Equestrian Center are inconsistent with all other recent part-time and seasonal wage increases last fiscal year, and

WHEREAS, the Director of Conservation is requesting to increase the pay increase of two part-time and seasonal classifications:

- Equestrian Program Assistant from \$15 per hour to \$17 per hour
- Equestrian Program Assistant Lead from \$17 per hour to \$19 per hour

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Rich Leopold
Rich Leopold, Director
Polk County Conservation

APPROVED AS TO FORM:

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

FISCAL NOTE: \$18,624 was requested from the Board of Supervisors as part of the FY 24-25 Decision Package. These funds will be used to cover these wage increases.

#36

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modifications within the Conservation Department

Agenda Date: May 7, 2024

Contact Individual: Richard Leopold, Director of Conservation

Previous Action taken by the Board: N/A

Action Requested (Recommended): Increase hourly wages for two part-time and seasonal classifications within the Conservation Department that are not consistent with all other part-time and seasonal wages. Increase Equestrian Program Assistant hourly wage from \$15 to \$17 per hour and Equestrian Assistant Lead hourly wage from \$17 to \$19 per hour.

Comply with Policy: Yes

Background: The Director of Conservation has all part-time and seasonal wages within the department. It has been noted that two classifications at the Jester Park Equestrian Center are inconsistent with all other recent part-time and seasonal wage increase which occurred last fiscal year. The Director of Conservation is recommending wage increases for these two classifications.

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

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

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

Additional Fiscal Note Information (optional): \$18,624 was requested from the Board of Supervisors as part of the FY 24-25 Decision Package. These funds will be used to cover these wage increases.

RESOLUTION

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

WHEREAS, the Polk County Sheriff's Office is a customer of RACOM Inc., and is a part of the RACOM Shared Area Radio Agreement (SARA) Network and the Ankeny Community School District is not; and

WHEREAS, the Ankeny Community School District has a need to have radio coverage and communication while working with public safety agencies dispatched by the Polk County Sheriff's Office; and

WHEREAS, the purpose of this Agreement is to provide for improved radio communications between the Ankeny Community School District and agencies dispatched by the Polk County Sheriff's Office.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Radio Network Sharing Agreement with the Ankeny Community School District and authorizes the Polk County Sheriff to sign said Agreement on behalf of Polk County, Iowa.

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

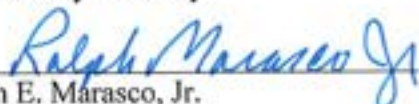
Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:


Frank Marasco, Chief Financial Officer, PCSO
8:49 am, Apr 24, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: No fiscal expense.

#37

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Radio Network Sharing Agreement with the Ankeny Community School District.

Agenda Date: 05/07/2024

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

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Sheriff's Office (PCSO) is a customer of RACOM Inc., and is a part of the RACOM Shared Area Radio Agreement (SARA) Network. The Ankeny Community School District is not part of the SARA Network but has a need to have radio coverage and communication while working with public safety agencies dispatched by the Polk County Sheriff's Office.

Action Impact: This Agreement would provide for improved radio communications between the Ankeny Community School District and agencies dispatched by the Polk County Sheriff's Office.

The Ankeny Community School District will coordinate with RACOM for programming of this talk group into its radios and will compensate RACOM for the costs associated with the programming of the allowed talk groups into the Ankeny Community School District radios.

The Agreement shall commence upon the signature of the parties and shall remain in place indefinitely or until terminated by any Party pursuant to the terms of this Agreement.

Either Party may terminate the Agreement by sending written notice of the intent to terminate at least one hundred eighty (180) days prior to the intended date of termination. Any and all costs will be borne by the individual Parties who incur the expense and cost associated with the Agreement and is not shared.

Should the Ankeny Community School District be unable to coordinate with RACOM for programming of this talk group and/or fully compensate RACOM for the costs associated with the programming of the allowed talk groups, it may immediately terminate the Agreement without penalty.

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
23/24	N	\$0	\$0	Y		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office is a customer of RACOM Inc., and is a part of the RACOM Shared Area Radio Agreement (SARA) Network and the Iowa Department of Natural Resources (Iowa DNR) is not; and

WHEREAS, the Iowa DNR has a need to have radio coverage and communication in Polk County while working with agencies dispatched by the Polk County Sheriff's Office in the area of and around Big Creek State Park; and

WHEREAS, the purpose of this Agreement is to provide for improved radio communications between the Iowa DNR public safety staff assigned to Big Creek State Park and agencies dispatched by the Polk County Sheriff's Office.

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
2024pm, April 30, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: No fiscal expense.

#38

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Radio Network Sharing Agreement with the Iowa Department of Natural Resources.

Agenda Date: 05/07/2024

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

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Sheriff's Office is a customer of RACOM Inc., and is a part of the RACOM Shared Area Radio Agreement (SARA) Network. The Iowa Department of Natural Resources (Iowa DNR) is not part of the SARA Network but has a need to have radio coverage and communication while working with public safety agencies dispatched by the Polk County Sheriff's Office in the area of and around Big Creek State Park.

Action Impact: This Agreement would provide for improved radio communications between the Iowa DNR and agencies dispatched by the Polk County Sheriff's Office in the area of and around Big Creek State Park.

The Iowa DNR will coordinate with RACOM for programming of this talk group into its radios and will compensate RACOM for the costs associated with the programming of the allowed talk groups into the Iowa DNR radios.

The Agreement shall commence upon the signature of the parties and shall remain in place indefinitely or until terminated by any Party pursuant to the terms of this Agreement.

Either Party may terminate the Agreement by sending written notice of the intent to terminate at least one hundred eighty (180) days prior to the intended date of termination. Any and all costs will be borne by the individual Parties who incur the expense and cost associated with the Agreement and is not shared.

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
23/24	N	\$0	\$0	Y		
24/25	N	\$0	\$0	Y		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office is a customer of RACOM Inc., and is a part of the RACOM Shared Area Radio Agreement (SARA) Network and Marion County, Iowa acting by and through the Marion County Sheriff's Office is not; and

WHEREAS, the Marion County Sheriff's Office has a need to have radio coverage and communication in Polk County while working with agencies dispatched by the Polk County Sheriff's Office; and

WHEREAS, the purpose of this Agreement is to provide for improved radio communications between the Marion County Sheriff's Office and agencies dispatched by the Polk County Sheriff's Office.

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
2:10pm, April 30, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: No fiscal expense.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Radio Network Sharing Agreement with the Marion County Sheriff's Office.

Agenda Date: 05/07/2024

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

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Sheriff's Office a customer of RACOM Inc., and is a part of the RACOM Shared Area Radio Agreement (SARA) Network. The Marion County Sheriff's Office is not part of the SARA Network but has a need to have radio coverage and communication in Polk County while working with agencies dispatched by the Polk County Sheriff's Office.

Action Impact: This Agreement would provide for improved radio communications between the Marion County Sheriff's Office and agencies dispatched by the Polk County Sheriff's Office.

The Marion County Sheriff's Office will coordinate with RACOM for programming of this talk group into its radios and will compensate RACOM for the costs associated with the programming of the allowed talk groups into the Marion County Sheriff's Office radios.

The Agreement shall commence upon the signature of the parties and shall remain in place indefinitely or until terminated by any Party pursuant to the terms of this Agreement.

Either Party may terminate the Agreement by sending written notice of the intent to terminate at least one hundred eighty (180) days prior to the intended date of termination. Any and all costs will be borne by the individual Parties who incur the expense and cost associated with the Agreement and is not shared.

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
23/24	N	\$0	\$0	Y		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, New Cingular Wireless PCS, LLC requested and was granted the right to install, operate, and maintain at its expense and risk, a temporary communications transmitting and receiving equipment tower on Polk County property located at 1985 NE 51st Place, Des Moines (Parcel 7924.13.200.024 Polk County) by Polk County, Iowa on June 28, 2022; and

WHEREAS, New Cingular Wireless PCS, LLC has requested a renewal of the right to operate and maintain at its expense and risk said tower; and

WHEREAS, Polk County will grant a Temporary Site License with New Cingular Wireless PCS, LLC (Licensee) for said tower to commence July 1, 2024 and expire on June 30, 2025. The Temporary Site License may be extended pursuant to the terms of the License; and

WHEREAS, The License Fee will be \$500 per month and prorated for any partial month.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Temporary Site License with New Cingular Wireless PCS, LLC and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

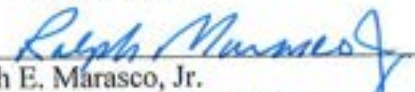
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
2:16 pm, Apr 20, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

Fiscal Impact: \$6,000

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Temporary Site License with New Cingular Wireless PCS, LLC.

Agenda Date: 05/07/2024

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

Previous Action taken by the Board: The Board of Supervisors approved a Resolution for a Temporary Site License with New Cingular Wireless PCS, LLC on 05/16/2023 for a temporary communications transmitting and receiving equipment tower to be placed on Polk County property.

Board/Commission Actions: N/A

Comply with Policy: Yes

Action Requested (Recommended): Resolution approves a renewal of a Temporary Site License with New Cingular Wireless PCS, LLC for a temporary communications transmitting and receiving equipment tower on Polk County property.

Background: New Cingular Wireless PCS, LLC has requested a continuation of the right to operate and maintain at its expense and risk, a temporary communications transmitting and receiving equipment tower on Polk County property located at 1985 NE 51st Place, Des Moines (Parcel 7924.13.200.024 Polk County). This tower is for the FirstNet broadband network.

FirstNet is a nationwide wireless broadband communications platform dedicated to first responders and the public safety community and is operated by AT&T. The area around the Polk County Jail and the I-80 and I-35 Interchange has very limited FirstNet cellular coverage and connectivity in the area frequently fails. Many public safety agencies, including the Polk County Sheriff's Office, use FirstNet as a wireless provider for vehicle and cell phone connectivity.

Action Impact: The Temporary Site License with New Cingular Wireless PCS, LLC would commence on July 1, 2024 and expire on June 30, 2025. The Temporary Site License may be extended pursuant to the terms of the License. The License Fee will be \$500 per month and prorated for any partial month.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	Y	\$0	\$6,000	N		10041061.56100

RESOLUTION

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

WHEREAS, Polk County, Iowa approved the terms of the Byrne Justice Assistance Grant (#21-JAG/CJE-528862) to provide train-the-trainer de-escalation training and authorized the Polk County Procurement Office to initiate the competitive bid process on January 30, 2024; and

WHEREAS, the Polk County Procurement Office issued Request for Proposal (RFP) No. 223-2425 for De-escalation Instructor Certification Training and two vendors provided a response; and

WHEREAS, the Polk County Sheriff's Office found the International De-Escalation Association (IDEA) to be the most responsive to Polk County Sheriff's Office's needs and recommends selecting IDEA; and

WHEREAS, the Polk County Sheriff's Office, in conjunction with the Polk County Attorney's Office, has negotiated language for an Agreement that provides that IDEA will provide expert Train-The-Trainer De-Escalation Training for up to 35 Iowa law enforcement officers to bring back to their agencies.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with IDEA to provide Train-The-Trainer De-Escalation Training and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
2:18pm, Apr 30, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By:


Assistant County Attorney

FISCAL NOTE: Revenue \$18,000.00.

#41

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement with International De-Escalation Association (IDEA) for Train-The-Trainer De-Escalation Training.

Agenda Date: 05/07/2024

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

Previous Action taken by the Board: The Board approved a Resolution for a Byrne Justice Assistance Grant (#21-JAG/CJE-528862) to provide Train-The-Trainer De-Escalation Training and authorized the Polk County Procurement Office to initiate the competitive bid process on January 30, 2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: De-escalation training has been required for some time now for Iowa law enforcement officers and has been effective in law enforcement because it emphasizes non-violent approaches to resolving conflicts and a reduction in the use of force through the use of techniques to defuse tense situations.

Agencies across the state encounter budgeting and personnel challenges trying to ensure their officers keep up with the latest proven techniques in de-escalation training. This is especially true for small and medium sized agencies that may have to work short-handed while sending officers for training at the Iowa Law Enforcement Academy or other places for effective training.

The Polk County Procurement Office issued Request for Proposal (RFP) No. 223-2425 for De-escalation Instructor Certification Training. Two vendors provided a response.

The Polk County Sheriff's Office found the International De-Escalation Association (IDEA) to be the most responsive to Polk County Sheriff's Office's needs and recommends selecting IDEA. The Polk County Attorney's Office assisted in negotiating language for an Agreement.

Action Impact: The Polk County Sheriff's Office applied for and has been awarded a Byrne Justice Assistance Grant in which these funds will provide train-the-trainer de-escalation training for 30-50 Iowa law enforcement officers, who in turn would provide this training for their respective agencies.

The Byrne Justice Assistance Grant (#21-JAG/CJE-528862) award of \$18,000, which includes an in-kind match of \$3,000 in which the Polk County Sheriff's Office will provide its training facilities for a one-week course to be taught by qualified and experienced instructors will pay for Train-The-Trainer De-Escalation Training. The Grant period is December 1, 2023 through December 31, 2024.

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
23/24	N	\$18,000	\$18,000	N	10041061.77440	10041061.52460
24/25						

Moved by _____, seconded by _____, that the following Resolution be adopted.

RESOLUTION DIRECTING THE ACCEPTANCE OF A
PROPOSAL TO UNDERWRITE \$113,005,000* (SUBJECT TO
CHANGE) GENERAL OBLIGATION CAPITAL LOAN
NOTES, SERIES 2024A (EXEMPT FACILITY BONDS – AMT);
AND APPROVING THE FORM AND AUTHORIZING
EXECUTION OF A NOTE PURCHASE AGREEMENT

WHEREAS, Polk County, sometimes hereinafter referred to as the County, is a political subdivision duly incorporated, organized and existing under and by virtue of the Constitution and laws of the State of Iowa; and

WHEREAS, pursuant to authority conferred by the electors at a November 7, 2023 election in the amount of not to exceed \$350,000,000 General Obligation Bonds or Capital Loan Notes ("Election Authority"), the County is authorized to issue debt in furtherance of the ballot proposition therein; and

WHEREAS, it is deemed necessary that the County issue its \$113,005,000* (amount subject to change during pricing) General Obligation Capital Loan Notes, Series 2024A (Exempt Facility Bonds – AMT) (the "Notes") of said Election Authority as authorized by Sections 331.402 and 331.443, Code of Iowa as amended, said amount being the initial issuance of the Election Authority; and

WHEREAS, a form of Note Purchase Agreement for the purchase and sale of the Notes has been received from JP Morgan Securities LLC, on behalf of itself and Wells Fargo Bank, National Association (together, the "Purchasers"), who are marketing the Notes to investors, and plan to finalize pricing of the Notes this week.

NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF SUPERVISORS OF POLK COUNTY, STATE OF IOWA:

Section 1. That this Board of Supervisors does hereby accept the Note Purchase Agreement with the Purchasers, in the form attached hereto. The Note Purchase Agreement is further hereby approved, authorized, and confirmed, and the Chairperson is hereby authorized, empowered, and directed to execute and deliver the Note Purchase Agreement, in substantially the form attached hereto as Exhibit A, but with any changes, modifications, additions or deletions approved by the Purchasers and the County, upon the advice of bond counsel, the County Attorney and its municipal advisor, Piper Sandler & Co., and further provided the final pricing of the Notes is within the parameters suggested by Piper Sandler & Co. (a copy of said parameters attached hereto as Exhibit B).

Section 2. Subject to compliance with the pricing parameters condition noted above, the Chairperson and County Auditor are authorized and directed to proceed on behalf of the County to enter into the Note Purchase Agreement, and to proceed to meet the conditions of this Note Purchase Agreement.

PASSED AND APPROVED this 7th day of May, 2024.

Chairperson

ATTEST:

County Auditor

ROLL CALL

RESOLUTION

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

WHEREAS, the property identified in the County System as Geoparcel Number 7924-18-351-002 is owned by Anawim Housing Inc.; and

WHEREAS, the deadline to file for a tax exemption with the Polk County Assessor is February 1 of each year; and

WHEREAS, had Anawim Housing Inc filed for the exemption before February 1 the property would have been exempt for the 2023 assessed year; and

WHEREAS, Iowa Code §427.3 grants the authority of the Board of Supervisors to abate the taxes levied against property acquired after the deadline for filing for property tax exemption in the year in which the property was transferred; and

WHEREAS, it is the desire of the Polk County Board of Supervisors to abate the assessed year 2023 taxes payable September 2024 and March 2025 for Anawim Housing Inc.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa authorizes the abatement of the Anawim Housing Inc assessed year 2023 taxes payable September 2024 and March 2025 and waive all associated late fees or penalties; and the Treasurer, Auditor and Assessor are directed to take all steps necessary to implement this resolution and correct their records accordingly.

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese, Deputy County Administrator
Board of Supervisors

#43

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution abating property taxes for Anawim Housing Inc, geoparcel 7924-18-351-002.

Agenda Date: May 7, 2024

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Action Requested (Recommended): Approve property tax abatement request for Anawim Housing Inc.

Comply with Policy: Yes

Background: Anawim Housing Inc is the owner of geoparcel 7924-18-351-002 located at 4845 Merle Hay Road in Des Moines. Anawim Housing Inc is requesting an abatement for the taxes assessed year 2023.

Action Impact: Abate the assessed year 2023 taxes.

Fiscal Note:

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the property identified in the County System as Geoparcels Number 7825-05-276-006 is owned by Community Support Advocates; and,

WHEREAS, the deadline to file for a tax exemption with the Polk County Assessor is February 1 of each year; and,

WHEREAS, had Community Support Advocates filed for the exemption before February 1 the property would have been exempt for the 2023 assessed year; and,

WHEREAS, Iowa Code §427.3 grants the authority of the Board of Supervisors to abate taxes levied against property acquired after the deadline for filing for property tax exemption in the year in which the property was transferred; and,

WHEREAS, it is the desire of the Polk County Board of Supervisors to abate the prorated assessed year 2023 taxes payable September 2024 and March 2025 for Community Support Advocates.

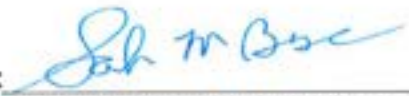
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa authorizes the abatement of the Community Support Advocates prorated assessed year 2023 taxes payable September 2024 and March 2025 and waive all associated late fees or penalties; and the Treasurer, Auditor and Assessor are directed to take all steps necessary to implement this resolution and correct their records accordingly.

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese, Deputy County Administrator
Board of Supervisors

#44

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution abating property taxes for Community Support Advocates, geoparcel 7825-05-276-006.

Agenda Date: May 7, 2024

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Action Requested (Recommended): Approve property tax abatement request for Community Support Advocates.

Comply with Policy: Yes

Background: Community Support Advocates is the owner of geoparcel 7825-05-276-006 located at 1516 Valley West Drive in West Des Moines. Community Support Advocates is requesting an abatement for the taxes assessed year 2023.

Action Impact: Abate the prorated assessed year 2023 taxes.

Fiscal Note:

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

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

WHEREAS, in August 2022 the Board of Supervisors approved a list of projects that met the goals of the workgroups; and

WHEREAS, Project Iowa will be implementing a program that provides scholarships and tuition reimbursements to licensed mental health therapists who retain employment at one of Polk County's safety net mental health providers; and

WHEREAS, the project being implemented by Project Iowa will serve the public purpose of recruiting and retaining mental health professionals to serve Polk County's network of safety net providers and underserved communities; and

WHEREAS, the Board of Supervisors approved an agreement awarding \$1,800,000 of funds to complete the scope of work stated above; and

WHEREAS, Project Iowa has requested the removal of the deadline to spend the funding; and

WHEREAS, the implementation of the mental health tuition reimbursement and scholarship initiative by Project Iowa was funded using Polk County general funds that were made available through the offsetting American Rescue Plan Lost Revenue funds.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached funding agreement with Project Iowa.

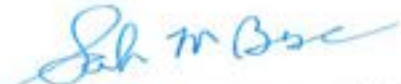
Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

#45

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese, Deputy County Administrator
Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY23/24 NA

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution to approve amended agreement with the Project Iowa for Polk County funding.

Agenda Date: May 7, 2024

Contact Individual: Sarah Boese
286-3895

Previous Action taken by the Board: February 7, 2023

Board/Commission Actions: N/A

Action Requested (Recommended): Amending agreement

Comply with Policy: Yes

Background: Polk County has received a \$95 million federal COVID-19 relief package from the American Rescue Plan Act. The Board of Supervisors and staff have undertaken a planning process to determine how to ensure the funds are spent with maximum long-term impact on our community. Four categories of work have been identified, including affordable housing, water quality, economic well-being and mental health. Project Iowa will be implementing a scholarship and tuition reimbursement program to incentivize licensed mental health therapists to remain employed by Polk County safety net mental health providers.

Action Impact: Amend agreement

Fiscal Note: Polk County general funds.

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

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

WHEREAS, United Way of Central Iowa was awarded \$2,600,000 to assist with one-time capital and overhead expenses for their network of low-income daycare centers that if funded, would allow for an increase in availability in slots for low-income families; and

WHEREAS, United Way of Central Iowa has identified additional work that will support low-income daycare centers capacity, including providing consultation and marketing support, increasing access to shared support services and providing tuition stipends for centers' non-private pay enrollments as a demonstration project.

WHEREAS, the attached amended agreement outlines the terms of the funding contribution.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the amended attached funding agreement with United Way of Central Iowa and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese, Deputy County Administrator
Board of Supervisors

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APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Murawski
Assistant County Attorney

FISCAL NOTE: FY22/23 NA

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution to approve amended agreement with United Way of Central Iowa for Polk County funding.

Agenda Date: May 7, 2024

Contact Individual: Sarah Boese
286-3895

Previous Action taken by the Board: April 18, 2023

Board/Commission Actions: N/A

Action Requested (Recommended): Amend funding agreement

Comply with Policy: Yes

Background: Polk County has received a \$95 million federal COVID-19 relief package from the American Rescue Plan Act. The Board of Supervisors and staff have undertaken a planning process to determine how to ensure the funds are spent with maximum long-term impact on our community. Four categories of work have been identified, including affordable housing, water quality, economic well-being and mental health. United Way of Central Iowa will be administering Polk County funding to address one time capital repairs and large overhead expenses for their network of low income daycare providers, provide consultation and marketing support, increase access to shared support services and provide tuition stipends for centers' non-private pay enrollments as a demonstration project.

Action Impact: Approving funding to United Way.

Fiscal Note:

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

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ SECONDED by _____

that the following Resolution be adopted:

WHEREAS, Shalom Community Impact Center is a 501©(3) non-profit organized to empower newly arriving refugee groups to the Polk County, Iowa; and,

WHEREAS, Shalom Community Impact Center provides an English language class for refugees, specifically Afghan women; and,

WHEREAS, the primary barrier to consistent participation is transportation; and,

WHEREAS, Polk County, Iowa wishes to support this non-profit mission by selling a surplus vehicle to be used solely for transportation to English language classes.

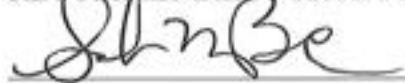
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached Vehicle Sales Agreement with Shalom Community Impact Center and authorizes the Chair to sign said agreement on behalf of Polk County, Iowa.

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney
FISCAL NOTE: FY24/25

#47

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution to approve vehicle sale agreement.

Agenda Date: May 7, 2024

Contact Individual: Sarah Boese, 286-3895

Previous Action taken by the Board: NA

Board/Commission Actions: none

Action Requested (Recommended): Approval

Comply with Policy:

Background: Shalom Community Impact Center conducts English language classes for refugees, specifically Afghan women. Transportation to and from the classes remains a barrier to consistent participation. Polk County will sell a surplus vehicle for the sole use of transportation to English language classes in support of the non-profit's charitable mission.

Action Impact: Approve vehicle sales agreement.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25		0	\$25			

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Central Iowa Workforce Development Area has designated Polk County, Iowa as their local grant recipient; and

WHEREAS, Central Iowa Local Workforce Development Area has authorized Polk County to contract with National Able Network, Inc.

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

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese, Deputy County Administrator
Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY23/24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approving Agreement between Polk County on behalf of Central Iowa Local Workforce Development Area and National Able Network, Inc.

Agenda Date: May 7, 2024

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board:

Board/Commission Actions: N/A

Action Requested (Recommended): Approve agreement

Comply with Policy: Yes

Background: Central Iowa Local Workforce Development Area has designated Polk County to serve as the local grant recipient and have authorized Polk County to contract for services with National Able Network, Inc.

Action Impact: Approve agreement.

Fiscal Note:

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

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____ Seconded by _____

that the following Resolution be adopted:

WHEREAS, Central Iowa Local Workforce Development Area has designated Polk County, Iowa as their local grant recipient; and,

WHEREAS, Central Iowa Local Workforce Development Area has authorized Polk County to contract with Youth & Shelter Services, Inc.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with Polk County on behalf of Central Iowa Local Workforce Development Area and Youth & Shelter Services, Inc. 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 _____, 2024.

POLK COUNTY, IOWA

Chairperson

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE: FY23/24

#49

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approving Agreement between Polk County on behalf of Central Iowa Local Workforce Development Area and Youth & Shelter Services, Inc.

Agenda Date: October 3, 2023

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: October 3, 2023

Board/Commission Actions: N/A

Action Requested (Recommended): Approve agreement

Comply with Policy: Yes

Background: Central Iowa Local Workforce Development Area has designated Polk County to serve as the local grant recipient and have authorized Polk County to contract for services with Youth & Shelter Services, Inc.

Action Impact: Approve agreement.

Fiscal Note:

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Des Moines Symphony Association is a 501(c)(3) non-profit that creates extraordinary live musical experiences and outstanding educational opportunities; and

WHEREAS, the Des Moines Symphony Association has applied for a Polk County Community Development Grant for the 30th Annual Yankee Doodle Pops Concert which will be held July 3, 2024 at the Iowa State Capitol grounds, Des Moines, Polk County, Iowa; and

WHEREAS, the Des Moines Symphony Association produces one of the largest Independence Day concerts in the country. The Des Moines Symphony's Yankee Doodle Pops Concert provides access for all Polk County residents to experience the power of the arts through a talented live orchestra performance celebrating our nation's independence; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with Des Moines Symphony Association to award grant funds to participate as a sponsor for the 2024 Yankee Doodle Pops Concert; and

WHEREAS, the Des Moines Symphony Association serves a public purpose by providing a free-to-attend concert which attracts thousands of people to Central Iowa. The concert is a large-scale event open to everyone. Yankee Doodle Pops creates access and opportunity for all people to participate in arts and culture; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for costs related to the Yankee Doodle Pops Concert; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Community Development Grant in the amount of \$25,000.00 to Des Moines Symphony Association and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

#50

RECOMMENDED FOR APPROVAL:

By: _____

Lisa Moody-Tunks
Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____

Kimberly Graham
Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$25,000.00 FY23/24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for Des Moines Symphony Association, a 501(c)(3) non-profit organization.

Agenda Date: May 7, 2024

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

Previous Action taken by the Board: Sponsorship Award March 7, 2023 for \$10,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Polk County has a long-standing commitment to fund economic development, cultural initiatives, and events that benefit the residents and businesses of Polk County. The Des Moines Symphony Association has applied for a Community Development Grant to assist with the 2024 Yankee Doodle Pops Concert and has requested Polk County, Iowa be a Sponsor of the event.

The Des Moines Symphony Association serves a public purpose by providing a free-to-attend concert which attracts thousands of people to Central Iowa. The concert is a large-scale event open to everyone. Yankee Doodle Pops creates access and opportunity for all people to participate in arts and culture.

Action Impact: The adoption of this resolution will award \$25,000.00 of gaming revenue to Des Moines Symphony Association and authorizes the Chair to sign the attached Agreement.

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

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, JOPPA is a 501(c)(3) non-profit organization that helps unsheltered homeless people survive, find housing, and rebuild their lives. JOPPA creates communities of unconditional love, support, and hope for the homeless and works to prevent homelessness; and

WHEREAS, JOPPA has applied for a Polk County Community Development Grant to assist with technology upgrades to increase their outreach to people experiencing homelessness, expand their donor base, and generate more donated goods and services; and

WHEREAS, JOPPA delivers vital services to the homeless in our community by providing resources for surviving the elements, locating housing, and rebuilding lives; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with JOPPA to award grant funds to support the purchase of technology equipment to better serve the homeless community; and

WHEREAS, JOPPA serves a public purpose by providing vital services to low-income and homeless people. JOPPA provides support to individuals and families to transition into housing. The technology upgrades will assist JOPPA to reach more homeless people and expand their services to the homeless living in Polk County; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for costs related to technology upgrades that support the delivery of services that JOPPA provides to the homeless community. Polk County will pay vendors directly (Adorma, Inc., Advanced Automation, Inc., B & H Foto & Electronics Corp., and MH Logistics Corp.) for technology equipment; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Community Development Grant in the amount of \$97,909.00 to JOPPA and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By:

Lisa Moody-Tunks

Lisa Moody-Tunks

Grant Administrator

APPROVED AS TO FORM:

Kimberly Graham

Polk County Attorney

By:

Kim Graham

Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$97,909.00 FY23/24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for JOPPA, a 501(c)(3) non-profit organization.

Agenda Date: May 7, 2024

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

Previous Action taken by the Board: Community Betterment Grant Award on June 27, 2023 for \$7,500.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: JOPPA has applied for a Polk County Community Development Grant to assist with technology upgrades to increase their outreach to people experiencing homelessness, expand their donor base and generate more donated goods and services.

JOPPA serves a public purpose by providing services to low-income and homeless people and support to individuals and families to help them transition into housing. Polk County will pay vendors directly (Adorma, Inc., Advanced Automation, Inc., B & H Foto & Electronics Corp. and MH Logistics Corp.) for technology equipment to better serve low-income and the homeless living in Polk County.

Action Impact: The adoption of this resolution will award \$97,909.00 of gaming revenue to JOPPA but the Community Development Grant funds will be paid directly to Adorma, Inc., Advanced Automation, Inc., B & H Foto & Electronics Corp. and MH Logistics Corp. and authorizes the Chair to sign the attached Agreement.

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

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	Y	0	\$97,909.00	\$0	N	4010932.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

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

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

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

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby approves the allocation of \$8,500.00 in gaming revenue to the listed organizations and for the individual amounts as set forth in the attached Community Sponsorship Award List.

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Lisa Moody-Tunks
Lisa Moody-Tunks
Grant Administrator

FISCAL NOTE: \$8,500.00 total in funds allocated for the attached Community Sponsorship Award List.

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: May 7, 2024

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

Previous Action taken by the Board: Sponsorship Awards approved April 23, 2024 for \$14,950.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Polk County, Iowa has a long-standing commitment to funding economic development, health, education, and cultural initiatives and events that benefit the residents and businesses of the Polk County, Iowa community. To support the commitment for funding initiatives and events, Polk County, Iowa operates the Polk County Community Sponsorship program. Local organizations may apply for Polk County sponsorship to assist in the funding of events and initiatives that serve a public purpose for the residents of Polk County. Approval of this resolution shall authorize the expenditure of \$8,500.00 of gaming revenue to sponsor various non-profit events or initiatives in 2024.

Action Impact: Passing of this resolution will award \$8,500.00 in Community Sponsorships in the individual amounts as identified on the attached Community Sponsorship Award List.

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

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24		\$8,500.00		N	40109035.77455	

Additional Fiscal Note Information (optional):

Sponsorship Awards
May 7, 2024

Iowa Health Foundation d/b/a Blank Children's Hospital fiscal agent for Clowns of the Carousel	\$1,000.00
Polk City Chamber and Economic Development Corp.	\$3,000.00
West Des Moines Chamber of Commerce	\$4,500.00
TOTAL	\$8,500.00

RESOLUTION

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

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

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

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

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

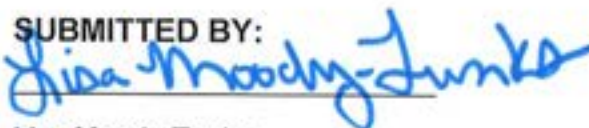
WHEREAS, the grant funds shall be sources only from available gaming revenue funds and not from tax revenues; and,

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves awarding \$205,100.00 in Community Betterment Grants, in the individual amounts as identified, to the agencies/organizations on the attached Community Betterment Grant Award List from the Community Betterment fund.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:



Lisa Moody-Tunks
Grant Administrator

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: May 7, 2024

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

Previous Action taken by the Board: Community Betterment Grant Award-April 23, 2024 for \$116,735.00.

Board/Commission Actions: N/A

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

Comply with Policy:

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

Action Impact: Passing of this resolution will award \$205,100.00 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

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

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24		\$205,100.00		N	40109033.79410	

Additional Fiscal Note Information (optional):

Community Betterment Grant Awards
May 7, 2024

ALS Association	\$8,000.00
Brook Run Neighborhood Association	\$3,500.00
By Degrees Foundation	\$10,000.00
Dallas Center Grimes Education Foundation	\$5,000.00
Dental Connections Inc.	\$8,000.00
Des Moines Elks #98	\$10,000.00
Des Moines Gay Men's Chorus	\$10,000.00
Des Moines Park & Recreation Foundation	\$5,000.00
Des Moines Refugee Support	\$8,000.00
Des Moines Soccer Club	\$10,000.00
Douglas Acres Neighborhood Association	\$2,500.00
FreeStore, Inc.	\$7,500.00
Genesis Inc. d/b/a Genesis Youth Foundation	\$10,000.00
Grimes Volunteer Support Services (GVSS)	\$7,500.00
Iowa Asian Alliance Foundation	\$6,000.00
Iowa JAG Inc.	\$5,000.00
Iowa Women Lead Change	\$4,000.00
Italian American Cultural Center of Iowa	\$9,500.00
Johnston Partnership for a Healthy Community	\$16,000.00
Polk City Chamber and Economic Development Corp.	\$5,500.00
Pollinate Foundation	\$1,500.00
Primary Health Care	\$9,500.00
Project Iowa	\$8,500.00
Raccoon Valley Little league	\$10,000.00
Southwestern Hills Neighborhood Association	\$5,000.00
Waterbury Neighborhood Association	\$4,600.00
Watrous Heights Neighborhood Association	\$5,000.00
Youth and Shelter Services d/b/a Iowa Homeless Youth Centers	\$10,000.00
TOTAL	\$205,100.00

Polk County, Iowa

Annual Comprehensive Financial Report

Fiscal Year Ending June 30, 2023



Polk County Sheriff's Office Headquarters

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