

POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
MAY 2, 2023 9:30 A.M.

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

PUBLIC HEARING

DISPOSAL OF COUNTY INTEREST IN REAL ESTATE

5. Resolution approving Quit Claim Deeds for vacant parcels at 1515-11th Street & 3314 E. 7th (Home Inc).

PUBLIC HEARING

DISPOSAL OF COUNTY INTEREST IN REAL ESTATE

6. Resolution approving Quit Claim Deed for vacant parcel at 807 SE 6th Street (R.M. Madden Construction).

PUBLIC HEARING

VACATE PORTION OF PUBLIC UTILITY EASEMENT

7. Resolution vacating platted public utility easement for property at 8991 NE Hubbell Road, Bondurant.

PUBLIC HEARING

ISSUANCE OF NOT TO EXCEED \$22,000,000 GENERAL OBLIGATION BONDS
OR CAPITAL LOAN NOTES (ECP-1)

8. Resolution instituting proceedings to take additional action for the issuance of not to exceed \$22,000,000 General Obligation Bonds or Capital Loan Notes (ECP-1).

PUBLIC HEARING

ISSUANCE OF NOT TO EXCEED \$1,500,000 GENERAL OBLIGATION BONDS
OR CAPITAL LOAN NOTES (ECP-2)

9. Resolution instituting proceedings to take additional action for the issuance of not to exceed \$1,500,000 General Obligation Bonds for Capital Loan Notes (ECP-2).

PUBLIC HEARING

ISSUANCE OF NOT TO EXCEED \$1,500,000 GENERAL OBLIGATION BONDS
OR CAPITAL LOAN NOTES (ECP-3)

10. Resolution instituting proceedings to take additional action for the issuance of not to exceed \$1,500,000 General Obligation Bonds or Capital Loan Notes (ECP-3).

PUBLIC HEARING

ISSUANCE OF NOT TO EXCEED \$1,500,000 GENERAL OBLIGATION BONDS
OR CAPITAL LOAN NOTES (ECP-4)

11. Resolution instituting proceedings to take additional action for the issuance of not to exceed \$1,500,000 General Obligation Bonds or Capital Loan Notes (ECP-4).

12.

PUBLIC COMMENTS

PERMITS

13. New application for Special Class “C” Retail Alcohol License for Animal Rescue League of Iowa, 5452 NE 22nd Street.
14. New applications for Cigarette/Tobacco/Nicotine/Vapor Permits for the following:
- | | |
|----------------------------------|---------------------------------|
| Kum & Go #539 | 5050 NW 2 nd Avenue |
| Kwik Star #1086 | 5145 NE 14 th Street |
| Tobacco Outlet Plus Grocery #506 | 4923 Merle Hay Road |

RESOLUTIONS

15. Resolution authorizing the Auditor’s Office to publish Notice of Public Hearing for May 30, 2023 on proposed amendment to the FY 22/23 budget.
- *16. Resolution approving Cooperative Public Service Agreement with the City of Ankeny (maintenance of joint jurisdictional roadways).
- *17. Resolution approving Cooperative Public Service Agreement with the City of Elkhart (maintenance of joint jurisdictional roadways).
- *18. Resolution approving Cooperative Public Service Agreement with the City of Mitchellville (maintenance of joint jurisdictional roadways).
- *19. Resolution approving Cooperative Public Service Agreement with the City of Polk City (maintenance of joint jurisdictional roadways).
- *20. Resolution approving Cooperative Public Service Agreement with the City of Sheldahl (maintenance of joint jurisdictional roadways).
- *21. Resolution awarding bid for Sanitary Sewer Improvements-Phase 2 to Graff Excavating, Inc., Toledo, Iowa (Bid No. 264-2324).
- *22. Resolution approving Professional Services Agreement with Bishop Engineering Inc (for preservation and restoration of section corners throughout the county).
- *23. Resolution approving 28E agreement with the City of Clive for the Findley Basin H & H Impacts Study.
- *24. Resolution approving easement contracts for the 2023 Sanitary Sewer Project (No. 2022SS13).
25. Resolution approving final plat of JBM Acres Plat 1.
- *26. Resolution approving agreement with FexSteve Limited for lead hazard repairs at 2213 SW 1st (Wright).
- *27. Resolution approving contract with Iowa Department of Health and Human Services for future multi-year emergency preparedness and response funding.

- *28. Resolution renewing lease with the Polk County Heritage Gallery for space at the Administration Building.
- *29. Resolution approving agreement with Downtown Community Alliance for the use of the Wagner and 120-2nd Avenue parking lots for vendor staging at the Farmers Market.
- *30. Resolution approving agreement with Lutheran Services in Iowa for the use of 1907 Carpenter Avenue parking lot for vendor staging at the Farmers Market.
- 31. Resolution creating side-by-side position in Community, Family and Youth Services.
- 32. Resolution modifying positions within the Medical Examiner's Office.
- 33. Resolution creating position in the Treasurer's Office.
- 34. Resolution approving position modifications included in the FY 23/24 Budget.
- *35. Resolution approving Employment Agreement with Dr. Amanda Moreno, D.O.
- *36. Resolution approving Professional Services and Business Associate Agreements with Health Gauge Wellness Solutions.
- *37. Resolution approving addendum to agreement with Isolved Benefit Services.
- *38. Resolution renewing contract with Wellmark Blue Cross/Blue Shield of Iowa.
- *39. Resolution approving 28E agreement for partial funding of Homeland Security Services within the metropolitan area.
- *40. Resolution approving 28E agreement with Polk County Emergency Management Commission.
- 41. Resolution refunding overpayment of transfer tax to Ahlers & Cooney, P.C.
- *42. Resolution approving agreement with OVG Global Partnership for sponsorship with Casamigos at the Iowa Events Center.
- *43. Resolution approving agreement with OVG Global Partnership for sponsorship with Dos Hombres at the Iowa Events Center.
- *44. Resolution approving agreement with Forest Avenue Outreach for Polk County funding.
- *45. Resolution approving Community Development Grant to the Italian-American Cultural Center.
- 46. Resolution approving Community Betterment Grant awards.

COMMUNICATIONS

- *47. Flood Insurance Study Report and Flood Insurance Rate Map revision(s).
- 48. Request to abate taxes on property located at 1002 W. Washington Avenue, Polk City (On With Life, Inc).
- *49. Notice of Appraisal of Damages and Time for Appeal in the Matter of the Condemnation of Certain Rights in Land for the Hamilton Drain East System Storm Sewer-Phase 3 Project (AutoZone, Inc; 834 E. Euclid Ave).
- *50. Filing of Written Decision City of Ankeny Voluntary Annexation including non-consenting owners.
- *51. City of Bondurant Voluntary Annexation within urbanized area of the City of Mitchellville.
- *52. Filing of Written Decision City of Grimes Voluntary Annexation within the urbanized area of Johnston and Urbandale.
- *53. City of Altoona notice of meeting regarding Altoona Urban Renewal Area Amendment.
- *54. City of Des Moines notice of consultation meeting regarding Urban Renewal Plan Amendments (Metro Center, Ingersoll/Grand, Southeast AgriBusiness, Merle Hay and Southside Urban Renewal Plans).
- *55. City of Johnston meeting notice concerning proposed amendment (no. 6) to the NW 62nd Urban Renewal Plan.

BUDGET ACTIONS

- 56. Memorandum of Budget Actions.

APPOINTMENTS

- 57. Memorandum of Appointments.

ADJOURNMENT

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

Live stream the Board of Supervisors meeting at:

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

2011-3078 and 2014-2415

RESOLUTION

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

WHEREAS, Polk County received a proposal from Home Inc. to obtain these vacant parcels located at 1515 11th Street and 3314 E 7th Street, Des Moines, Iowa, legally described as:

S 12.5 F LOT 4 & N 1/2 LOT 3 BLK E EDGEWOOD PARK
LT 190 WRIGHTS GROVE

WHEREAS, the Polk County Board of Supervisors desires to accept said offer and convey said property to Home Inc.; and

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

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

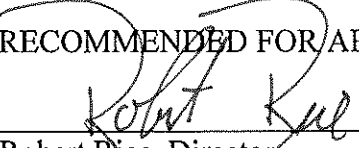
BE IT FURTHER RESOLVED Polk County, Iowa approves the attached Quit Claim Deeds and authorizes the Chair of the Polk County Board of Supervisors to sign said Quit Claim Deeds.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: \$22,300.00 to Real Estate Fund

#5

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 59-23 approving Quit Claim Deeds to Home Inc., File #2011-3078 and 2014-2415 (Dist. 80 Parcel 01635-000-000 and Dist. 110 Parcel 06456-002-000) vacant parcels located at 1515 11th Street and 3314 E 7th Street, Des Moines, Iowa.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: On April 18, 2023 the Board approved a resolution for a public hearing to convey these parcels to Home Inc.

Board/Commission Actions: NA

Action Requested (Recommended): Approve Quit Claim Deeds

Comply with Policy: Yes, Proposal

Background: Polk County received a proposal from Home Inc. for a total of \$22,300.00 to purchase these parcels. Polk County received these parcels by Tax Deed in August of 2022. Property sizes are 37' x 131' and 50' x 133'.

Action Impact: Approval of the resolution will authorize the Real Estate Office to issue the Quit Claim Deeds to Home Inc.

Fiscal Note: \$22,300.00 to Real Estate Fund

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
22/23			\$22,300.00			

Additional Fiscal Note Information (optional):





109-222

RESOLUTION

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

WHEREAS, Polk County received a proposal from R.M. Madden Construction, Inc. to obtain this vacant parcel located at 807 SE 6th Street, Des Moines, Iowa, legally described as:

N 1/2 LOT 4 BLK 65 TOWN OF DE MOINE

WHEREAS, the Polk County Board of Supervisors desires to accept said offer and convey said property to R.M. Madden Construction, Inc.; and

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

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

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

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: \$1,600.00 to Real Estate Fund

#6

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 60-23 approving a Quit Claim Deed to R.M. Madden Construction, Inc., File #109-222 (Dist. 40 Parcel 01553-000-000) vacant parcel located at 807 SE 6th Street, Des Moines, Iowa.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: On April 18, 2023 the Board approved a resolution for a public hearing to convey this parcel to R.M. Madden Construction, Inc.

Board/Commission Actions: NA

Action Requested (Recommended): Approve Quit Claim Deed

Comply with Policy: Yes, Proposal

Background: Polk County received a proposal from R.M. Madden Construction, Inc. for a total of \$1,600.00 to purchase this parcel. Polk County received this parcel by Tax Deed in June of 1995. Property size is 56' x 150'.

Action Impact: Approval of the resolution will authorize the Real Estate Office to issue the Quit Claim Deed to R.M. Madden Construction, Inc.

Fiscal Note: \$1,600.00 to Real Estate Fund

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
22/23			\$1,600.00			

Additional Fiscal Note Information (optional):



RESOLUTION

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

WHEREAS, LMO Investments, LLC, owner of Lot 1 of Nehring Estates Plat 1, addressed as 8991 NE Hubbell Road, Bondurant, being located within Section 21 of Township 80 North, Range 22 West of the 5th P.M. (Franklin Township), Polk County, Iowa, has filed a petition in accordance with Section 354.23, Code of Iowa to vacate a portion of an existing public utility easement, being ten (10) feet in width and totaling approximately 3,727 square feet in size; and

WHEREAS, The public utility easement to be vacated is located on Lot 1 of Nehring Estates Plat 1, being within Section 21 of Township 80 North, Range 22 West of the 5th P.M. (Franklin Township), Polk County, Iowa, and having the address of 8991 NE Hubbell Road, Bondurant and is legally described as follows:

A PART OF LOT 1, NEHRING ESTATES PLAT 1, AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 1; THENCE SOUTH 46°52'08" EAST ALONG THE NORTHEASTERLY LINE OF SAID LOT 1, A DISTANCE OF 10.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 46°52'08" EAST ALONG SAID NORTHEASTERLY LINE OF LOT 1, A DISTANCE OF 372.83 FEET; THENCE SOUTH 44°21'56" WEST, 10.00 FEET; THENCE NORTH 46°52'08" WEST, 372.61 FEET TO THE EASTERLY LINE OF AN EXISTING 10.00 FOOT PUBLIC UTILITY EASEMENT; THENCE NORTH 43°07'52" EAST ALONG SAID EASTERLY LINE, 10.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.09 AC (3,727 S.F.); and

WHEREAS, a public hearing was held on May 2, 2023 as required by Section 354.23 of the Code of Iowa to vacate the platted public utility easement; and

WHEREAS, the platted public utility easement contains no known utilities, and will be replaced by a new public utility easement based on updated property boundaries.

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

Approve this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

#7

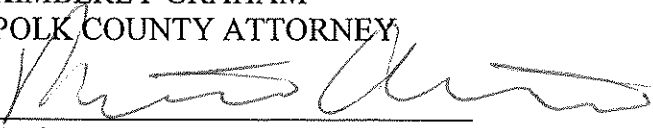
RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: No cost to the County

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 66-23 to vacate a platted public utility easement, and authorizing the Auditor to record the Resolution and vacating instruments. Subject property is located at 8991 NE Hubbell Road, Bondurant.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: On April 18, 2023 the Board set the public hearing on this easement vacation for May 2, 2023.

Board/Commission Actions: None

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

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

Background: This public utility easement was created in 2020 with the recording of the subdivision of Nehring Estates Plat 1. The developer is adjusting the shared boundary between Lots 1 and 3, and requesting that a portion of a 10-foot public utility easement along the original shared boundary of these lots be vacated. Once vacated, a new public utility easement will be established along the new shared boundary between these properties.

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

Fiscal Note: None

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

Additional Fiscal Note Information (optional): None

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

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$22,000,000 GENERAL OBLIGATION BONDS OR
CAPITAL LOAN NOTES (ECP-1)

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of the issuance of not to exceed \$22,000,000 General Obligation Bonds or Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of to make or reimburse grants made in support of municipal housing projects, including to the Neighborhood Finance Corporation to provide funding and lending programs and services to facilitate neighborhood revitalization in Polk County, and address housing and neighborhood revitalization needs with the Urbandale Neighborhood Revitalization Program; and to the Housing Trust Fund to be used to increase the housing capacity within Polk County by providing for the acquisition and renovation of housing units; and to the Historic West Des Moines Housing Program to be used for neighborhood revitalization in Valley Junction; and to Invest DSM to be used to coordinate the implementation of neighborhood revitalization plans, promote development in specified neighborhoods, and participate in and sponsor real estate development projects, and has considered the extent of objections received from residents or property owners as to the proposed issuance of the Bonds or Capital Loan Notes; and following action is now considered to be in the best interests of the County and residents thereof.

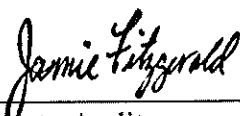
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF
COUNTY OF POLK, STATE OF IOWA:

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$22,000,000 General Obligation Bonds or Capital Loan Notes, for the foregoing essential county purposes.

PASSED AND APPROVED this 2nd day of May, 2023.

Chairperson

ATTEST:



County Auditor

ROLL CALL

#8

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

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$1,500,000 GENERAL OBLIGATION BONDS OR
CAPITAL LOAN NOTES (ECP-2)

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of the issuance of not to exceed \$1,500,000 General Obligation Bonds or Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of capital improvement projects, including renovations, improvements and equipping of various County buildings, including installation of solar panels at River Place , and has considered the extent of objections received from residents or property owners as to the proposed issuance of the Bonds or Capital Loan Notes; and following action is now considered to be in the best interests of the County and residents thereof.

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

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$1,500,000 General Obligation Bonds or Capital Loan Notes, for the foregoing essential county purposes.

PASSED AND APPROVED this 2nd day of May, 2023.

Chairperson

ATTEST:



County Auditor

ROLL CALL

#9

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

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$1,500,000 GENERAL OBLIGATION BONDS OR
CAPITAL LOAN NOTES (ECP-3)

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of the issuance of not to exceed \$1,500,000 General Obligation Bonds or Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of capital improvement projects, including renovations, improvements and equipping of various County buildings, including installation of solar panels at the Senior Center, and construction of a new salt shed for public works, and has considered the extent of objections received from residents or property owners as to the proposed issuance of the Bonds or Capital Loan Notes; and following action is now considered to be in the best interests of the County and residents thereof.

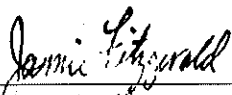
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF
COUNTY OF POLK, STATE OF IOWA:

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$1,500,000 General Obligation Bonds or Capital Loan Notes, for the foregoing essential county purposes.

PASSED AND APPROVED this 2nd day of May, 2023.

Chairperson

ATTEST:



County Auditor

ROLL CALL

#10

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

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$1,500,000 GENERAL OBLIGATION BONDS OR
CAPITAL LOAN NOTES (ECP-4)

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of the issuance of not to exceed \$1,500,000 General Obligation Bonds or Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of capital improvement projects, including renovations, improvements and equipping of various County buildings, including installation of solar panels at the County Administrative Building, and construction of improvements at the Polk County jail, and has considered the extent of objections received from residents or property owners as to the proposed issuance of the Bonds or Capital Loan Notes; and following action is now considered to be in the best interests of the County and residents thereof.

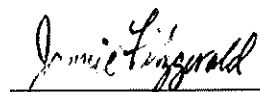
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF
COUNTY OF POLK, STATE OF IOWA:

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$1,500,000 General Obligation Bonds or Capital Loan Notes, for the foregoing essential county purposes.

PASSED AND APPROVED this 2nd day of May, 2023.

Chairperson

ATTEST:



County Auditor

ROLL CALL

| |

RESOLUTION

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

WHEREAS, Iowa Code Section 331.435 permits a County to amend its fiscal year budget after providing proper notice and opportunity for public comment, and

WHEREAS, it is necessary to amend the FY 2022/2023 Polk County Budget and Appropriation to reflect the actions of the County Offices and Departments since the budget was amended on September 27, 2022, and to comply with expenditure limitations,

NOW, THEREFORE, BE IT RESOLVED, that the Polk County Board of Supervisors hereby sets a public hearing on the proposed budget amendment for 9:30 a.m., May 30, 2023, in Room #120 of the Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa.

BE IT FURTHER RESOLVED that the Polk County Auditor is hereby authorized and directed to publish the official form #653A-R Sheet 1 "Notice of Public Hearing on Amendment of Current County Budget" in all official newspapers of Polk County, Iowa.

Approved this _____ day of _____, 2023.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:

Deborah A. Anderson

Deb Anderson, Budget Manager

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing the Auditor's Office to publish notice of public hearing on a proposed amendment to the FY 22/23 budget

Agenda Date: May 2, 2023

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

Background: Polk County routinely amends the current budget and appropriation to reflect a variety of actions taken by the Board of Supervisors, Offices, and Departments since the budget was previously amended on September 27, 2022. Significant adjustments include receipt and expenditure of Emergency Rent Assistance Program funds and distribution of ARPA funds. Other adjustments include such items as capital expenditures, position changes, and adjustments based on current expenditure and revenue estimates.

Staff presented the proposed amendment to the Board of Supervisors for discussion and review on April 26, 2023. The amendment has no impact on property taxes levied for FY 22/23.

Action Impact: Authorizes the County Auditor to publish notice of a public hearing on the proposed amendment.

Fiscal Note: No fiscal impact at this time; resolution authorizes publication of a public hearing

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

Additional Fiscal Note Information (optional):

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET
POLK COUNTY

Fiscal year July 1, 2022 - June 30, 2023

The County Board of Supervisors for POLK COUNTY will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2023

Meeting Date/Time: 05/30/23 09:30 AM

Contact: Deb Anderson

Phone: 515-286-3016

Meeting Location: 111 Court Avenue Room 120, Des Moines, Iowa 50309

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	205,511,613	0	205,511,613
Less: Uncollected Delinquent Taxes - Levy Year	2	842,981	0	842,981
Less: Credits to Taxpayers	3	7,669,289	0	7,669,289
Net Current Property Tax	4	196,999,343	0	196,999,343
Delinquent Property Tax Revenue	5	21,500	0	21,500
Penalties, Interest & Costs on Taxes	6	1,365,000	0	1,365,000
Other County Taxes/TIF Tax Revenues	7	8,328,467	(37,000)	8,291,467
Intergovernmental	8	71,451,514	106,197,033	177,648,547
Licenses & Permits	9	1,254,050	0	1,254,050
Charges for Service	10	17,402,232	331,483	17,733,715
Use of Money & Property	11	9,985,163	3,804,820	13,789,983
Miscellaneous	12	6,864,965	(3,027,059)	3,837,906
Subtotal Revenue	13	313,672,234	107,269,277	420,941,511
Other Financing Sources:				
General Long-Term Debt Proceeds	14	0	0	0
Operating Transfers In	15	126,000,587	(21,504,846)	104,495,741
Proceeds of Fixed Asset Sales	16	84,000	144,350	228,350
Total Revenues & Other Sources	17	439,756,821	85,908,781	525,665,602
EXPENDITURES & OTHER FINANCING USES				
Operating:				
Public Safety & Legal Services	18	101,930,337	3,172,578	105,102,915
Physical Health & Social Services	19	48,232,798	409,454	48,642,252
Mental Health, ID & DD	20	24,327,604	(690,992)	23,636,612
County Environment & Education	21	30,180,986	11,611,518	41,792,504
Roads & Transportation	22	13,739,466	1,353,412	15,092,878
Government Services to Residents	23	9,573,254	298,739	9,871,993
Administration	24	83,835,913	95,053,631	178,889,544
Nonprogram Current	25	0	0	0
Debt Service	26	28,154,801	1,015,094	29,169,895
Capital Projects	27	49,928,278	1,756,321	51,684,599
Subtotal Expenditures	28	389,903,437	113,979,755	503,883,192
Other Financing Uses:				
Operating Transfers Out	29	122,510,042	(22,284,401)	100,225,641
Refunded Debt/Payments to Escrow	30	0	0	0
Total Expenditures & Other Uses	31	512,413,479	91,695,354	604,108,833
Excess of Revenues & Other Sources over (under) Expenditures & Other Uses	32	(72,656,658)	(5,786,573)	(78,443,231)
Beginning Fund Balance - July 1, 2022	33	253,891,512	(3,307)	253,888,205
Increase (Decrease) in Reserves (GAAP Budgeting)	34	0	0	0
Fund Balance - Nonspendable	35	0	0	0
Fund Balance - Restricted	36	43,963,022	5,929,891	49,892,913
Fund Balance - Committed	37	49,311,875	(16,350,219)	32,961,656
Fund Balance - Assigned	38	0	0	0
Fund Balance - Unassigned	39	87,959,957	4,630,448	92,590,405
Total Ending Fund Balance - June 30, 2023	40	181,234,854	(5,789,880)	175,444,974

Explanation of Changes: Implements changes as approved by the Board of Supervisors, primarily receipt and distribution of federal funding for Emergency Rental Assistance and allocations of ARPA funding

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors 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 mutual advantage; and

WHEREAS, due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Ankeny for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

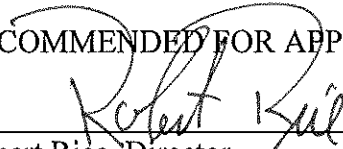
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the City of Ankeny and administer the agreement on behalf of Polk County.

Approved this _____ day of _____, 2023

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

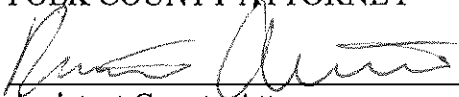
RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: None

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 65-23 to approve a Cooperative Public Service Agreement with the City of Ankeny for the maintenance of joint jurisdictional roadways.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair to execute the agreement on behalf of Polk County. Directs 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.

Comply with Policy: Yes

Background: It has been the ongoing practice of this department to enter into Cooperative Service Agreements with local governments or agencies for the routine and major maintenance of Joint jurisdictional roadways in an effort to provide more efficient services for the general public. Due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Ankeny for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

Action Impact: The resolution establishes the responsibilities of each jurisdiction for the maintenance of certain roadways as per the terms of the Cooperative Services Agreement.

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
22/23	NA	N	N	N		
23/24						

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors 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 mutual advantage; and

WHEREAS, due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Elkhart for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

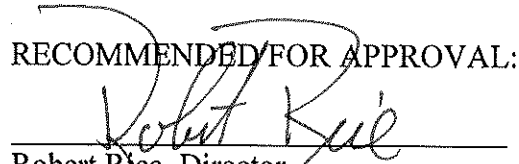
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the City of Elkhart and administer the agreement on behalf of Polk County.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:


Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY


Assistant County Attorney

FISCAL NOTE: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 61-23 to approve a Cooperative Public Service Agreement with the City of Elkhart for the maintenance of joint jurisdictional roadways.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair to execute the agreement on behalf of Polk County. Directs the Public Works Department return a copy of the signed agreement to the City of Elkhart and administer the agreement on behalf of Polk County.

Comply with Policy: Yes

Background: It has been the ongoing practice of this department to enter into Cooperative Service Agreements with local governments or agencies for the routine and major maintenance of Joint jurisdictional roadways in an effort to provide more efficient services for the general public. Due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Elkhart for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

Action Impact: The resolution establishes the responsibilities of each jurisdiction for the maintenance of certain roadways as per the terms of the Cooperative Services Agreement.

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
22/23	NA	N	N	N		
23/24						

Additional Fiscal Note Information (optional):

Res. No. 63-23
May 2, 2023

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors 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 mutual advantage; and

WHEREAS, due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Mitchellville for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

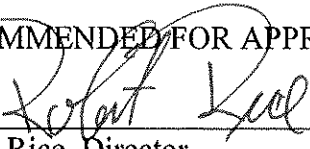
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the City of Mitchellville and administer the agreement on behalf of Polk County.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

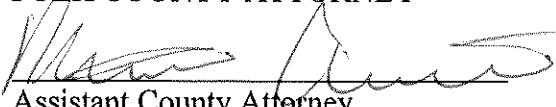
RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: None

#18

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 63-23 to approve a Cooperative Public Service Agreement with the City of Mitchellville for the maintenance of joint jurisdictional roadways.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair to execute the agreement on behalf of Polk County. Directs the Public Works Department return a copy of the signed agreement to the City of Mitchellville and administer the agreement on behalf of Polk County.

Comply with Policy: Yes

Background: It has been the ongoing practice of this department to enter into Cooperative Service Agreements with local governments or agencies for the routine and major maintenance of Joint jurisdictional roadways in an effort to provide more efficient services for the general public. Due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Mitchellville for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

Action Impact: The resolution establishes the responsibilities of each jurisdiction for the maintenance of certain roadways as per the terms of the Cooperative Services Agreement.

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
22/23	NA	N	N	N		
23/24						

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors 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 mutual advantage; and

WHEREAS, due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Polk City for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

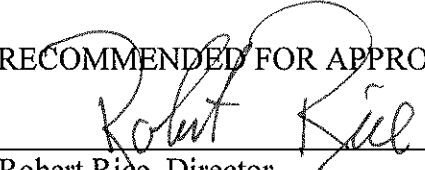
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the City of Polk City and administer the agreement on behalf of Polk County.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 62-23 to approve a Cooperative Public Service Agreement with the City of Polk City for the maintenance of joint jurisdictional roadways.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair to execute the agreement on behalf of Polk County. Directs the Public Works Department return a copy of the signed agreement to the City of Polk City and administer the agreement on behalf of Polk County.

Comply with Policy: Yes

Background: It has been the ongoing practice of this department to enter into Cooperative Service Agreements with local governments or agencies for the routine and major maintenance of Joint jurisdictional roadways in an effort to provide more efficient services for the general public. Due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Polk City for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

Action Impact: The resolution establishes the responsibilities of each jurisdiction for the maintenance of certain roadways as per the terms of the Cooperative Services Agreement.

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
22/23	NA	N	N	N		
23/24						

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors 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 mutual advantage; and

WHEREAS, due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Sheldahl for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

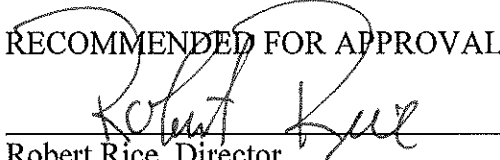
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the City of Sheldahl and administer the agreement on behalf of Polk County.

Approved this _____ day of _____, 2023

POLK COUNTY, IOWA

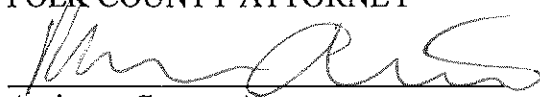
Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:


Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY


Assistant County Attorney

FISCAL NOTE: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 64-23 to approve a Cooperative Public Service Agreement with the City of Sheldahl for the maintenance of joint jurisdictional roadways.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair to execute the agreement on behalf of Polk County. Directs the Public Works Department return a copy of the signed agreement to the City of Sheldahl and administer the agreement on behalf of Polk County.

Comply with Policy: Yes

Background: It has been the ongoing practice of this department to enter into Cooperative Service Agreements with local governments or agencies for the routine and major maintenance of Joint jurisdictional roadways in an effort to provide more efficient services for the general public. Due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Sheldahl for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

Action Impact: The resolution establishes the responsibilities of each jurisdiction for the maintenance of certain roadways as per the terms of the Cooperative Services Agreement.

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
22/23	NA	N	N	N		
23/24						

Additional Fiscal Note Information (optional):

Res. No. 68-23
May 2, 2023

RESOLUTION

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

WHEREAS, on April 20, 2023 the Polk County Procurement Division received and publicly opened sealed bids for Bid No. 264-2324, "Sanitary Sewer Improvements – Phase 2" with the following results:

Graff Excavating, Inc. Toledo, IA	\$1,175,290.00
J&K Contracting LLC Urbandale, IA	\$1,815,175.00
The Underground Company Ltd. Carlisle, IA; and	\$1,566,423.00

WHEREAS, it is the recommendation of the Public Works Department to accept the low bid from Graff Excavating, Inc., Toledo, Iowa in the amount of \$1,175,290.00; and

WHEREAS, it may be necessary to temporarily close these project routes to facilitate construction.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa does herein award Bid No. 264-2324, "Sanitary Sewer Improvements – Phase 2" to Graff Excavating, Inc. in the amount of one million one hundred seventy-five thousand two hundred ninety and 00/100 dollars. (\$1,175,290.00); and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Chair of the Polk County Board of Supervisors to sign the contracts, and bonds which will be prepared by the Polk County Public Works Department; and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Public Works Director to temporarily close project roadways as necessary and to approve amendments or change orders to this contract on behalf of Polk County; and

BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed contract to Graff Excavating, Inc. and administer the contract on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

#21

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

Assistant County Attorney

FISCAL IMPACT: Costs will be paid from the Sanitary Sewer Fund.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 68-23 to receive bids for the Sanitary Sewer Improvements – Phase 2 and award the contract to Graff Excavating, Inc., Toledo, Iowa for Bid No. 264-2324.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: Resolution 170-22 on August 16, 2022 approving the Professional Services Agreement with Snyder & Associates for engineering services needed for the Polk County 2022 Sanitary Sewer Improvements- Phase 2.

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution receives bids for Bid No. 264-2324, the Sanitary Sewer Improvements – Phase 2, accepts the bid from Graff Excavating, Inc., authorizes Public Works to prepare necessary contracts to be signed by the Chair, and authorizes Public Works to temporarily close certain project routes to facilitate construction.

Comply with Policy: Yes

Background: This project will construct a sanitary sewer main and service laterals along NE 43rd Ave and NE 7th St to facilitate connection to sanitary sewer for up to 17 properties.

Action Impact: Approval of resolution allows Public Works to complete the terms of the Contract.

Fiscal Note: Expenditures not to exceed the bid amount and any relevant project change orders as determined by Public Works. Costs will be paid from the Sanitary Sewer Fund.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
22/23	N/A					
23/24						

Additional Fiscal Note Information (optional):

Res. No. 69-23
May 2, 2023

RESOLUTION

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

WHEREAS, Polk County Public Works has requested proposals from engineering firms to preserve and restore section corner monuments relating to road and bridge construction or maintenance projects it is in the process of completing; and

WHEREAS, Polk County received four proposals in response; and

WHEREAS, Polk County Public Works has determined Bishop Engineering, Inc. (Bishop) to be the lowest responsive, responsible bidder; and

WHEREAS, Polk County Public Works recommends Bishop be awarded the contract and in furtherance thereof, has worked with Bishop and the Polk County Attorney's Office to develop a professional services agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa awards Bishop the contract to preserve and restore section corner monuments, approves the terms of the Professional Services Agreement with Bishop to preserve and restore section corner monuments, and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

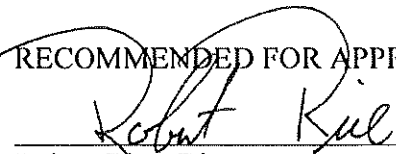
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to Bishop and administer the agreement on behalf of Polk County; and

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair

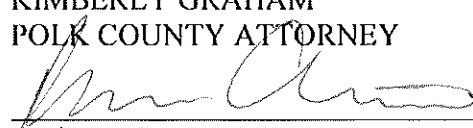
RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: Costs depend on the number of impacted section corners but is expected to be roughly \$30,000.

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors previously approved \$2 million of American Rescue Plan Act Funding towards water quality initiatives; and

WHEREAS, the Findley Basin has been identified through several studies as the ideal location for a water quality and flood control basin to improve the Walnut Creek Watershed, which in turn will benefit water quality for residents of Polk County; and

WHEREAS, Polk County needs participation from downstream communities to fully fund the implementation of the Findley basin; and

WHEREAS, the City of Clive has developed a hydrologic and hydraulic model for the Findley Basin as part of their City Stormwater Master Plan; and

WHEREAS, to fully understand the watershed benefits of the Findley Basin, including quantifying downstream benefits, the City of Clive's hydrologic and hydraulic model must be updated; and

WHEREAS, to efficiently utilize funding, expertise, and time, Polk County Public Works recommends a one-time expenditure of \$36,500 to assist the City of Clive in completing a final model update and cost benefit analysis to be used for the further development of the Findley Basin Project;

WHEREAS, in furtherance of funding the final model and cost benefit analysis, the Polk County Attorney's Office has developed an Agreement between the City of Clive and Polk County for the Findley Basin H&H Impacts Study.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves a one-time expenditure of \$36,500 for an updated model and cost benefit analysis to be used for the further development of the Findley Basin Project;

BE IT FURTHER RESOLVED that Polk County, Iowa approves the Agreement between the City of Clive and Polk County for the Findley Basin H&H Impacts Study, authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa, and authorizes the Public Works Department to administer the Agreement on behalf of Polk County.

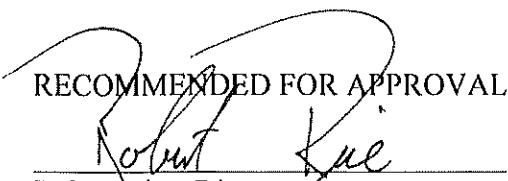
Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

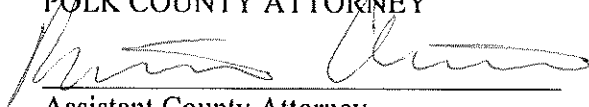
#23

RECOMMENDED FOR APPROVAL:


Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY


Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 70-23 to approve 28E Agreement between the City of Clive and Polk County for the Findley Basin H&H Impacts Study.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: Resolution approving ARPA funding

Board/Commission Actions: None

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

Comply with Policy: Yes

Background: The Polk County Board of Supervisors approved \$2 million in ARPA funds to construct the Findley Basin in the Walnut Creek Watershed. Additional modeling information is needed to quantify benefits and meet funding requirements. Through an ongoing modeling effort, Clive has a consultant on board and developed model that can be updated to meet project needs.

Action Impact: Polk County to provide funding to Clive to update their model and complete cost benefit analysis.

Fiscal Note: Funding will be expended from approved ARPA funding allotment.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
22/23	N	\$36,500		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Resolution No. 250-22 dated December 13, 2022 authorized the Public Works Department to proceed with the construction of Project No. 2022SS13, "2023 Sanitary Sewer Projects"; and

WHEREAS, in order to facilitate construction the Polk County Public Works Department has negotiated the attached ten (10) easement contracts with a total cost of \$7,740.00.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached easement contracts for Project No. 2022SS13, adopts the contracts, and authorizes the Chair of the Polk County Board of Supervisors to execute the contracts on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Polk County Public Works Department to execute the terms of said contracts and record all necessary documents.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK/COUNTY ATTORNEY



Assistant County Attorney

FISCAL IMPACT: Easement costs of
\$7,740.00 to be drawn from the Polk
County Sanitary Sewer Enterprise Fund

#24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 71-23 to approve easement contracts for the 2023 Sanitary Sewer Project No. 2022SS13.

Agenda Date: May 2, 2023

Contact Individual: Aaron Putnam, PE, County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution approves the terms of the attached easement contracts, adopts the contracts, and authorizes the Chair to execute the contracts on behalf of Polk County. Approval of contracts, allow Public Works to proceed with construction of this project. Also authorizes the Polk County Public Works Department to execute the terms of said contracts and record all necessary documents.

Comply with Policy: Yes

Background: Project No. 2022SS13, will construct a new sanitary sewer on a portion of NE 43rd Avenue to service residents with septic tank failures. In order to facilitate construction, the Polk County Public Works Department had negotiated ten (10) easement contracts with a total cost of \$7,740.00.

Action Impact: Approval of contracts will allow Public Works to proceed with construction of this project, execute the terms of said contracts, and record all necessary documents.

Fiscal Note: Easement costs of \$7,740.00 to be drawn from the Polk County Sanitary Sewer Enterprise Fund.

Fiscal Year	Budget ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
22/23	Y	\$7,740.00	N/A	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the owners of land located in Section 23, Township 78 North, Range 22 West of the 5th P.M. (Camp Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision final plat known as JBM Acres Plat 1; and

WHEREAS, the minor subdivision final plat proposes four (4) single-family residential lots and one (1) outlot on approximately 18.19 acres of land; and

WHEREAS, the owners have complied with all codes and ordinances for the unincorporated territory of Polk County, Iowa, except for the following subdivision ordinance requirements: 1) No residential block shall be longer than one thousand three hundred and twenty (1,320) feet or twelve (12) times the minimum lot width for the district, whichever is less, unless the Zoning Commission approves a longer distance in a Neighborhood Access Plan; and

WHEREAS, the Polk County Zoning Commission on June 27, 2022 voted 5-0, with one (1) absence and one (1) vacancy, on a motion to recommend approval of the preliminary subdivision plat to the Board of Supervisors, in accordance with staff's recommendation for approval; and

WHEREAS, the Polk County Board of Supervisors on September 13, 2022 voted 5-0 on a motion to approve the preliminary subdivision plat, in accordance with staff's recommendation for approval.

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

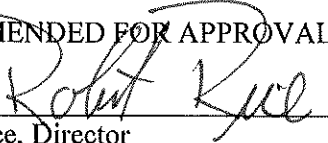
Sewer Service:	Individual Septic System
Water Service:	Des Moines Water Works
Zoning:	"RR" Rural Residential District
Platted by:	Jennifer J. Bell (property owner)
Surveyor:	Carter Surveying & Construction Services
Location:	11310 SE 48 th Avenue, Runnells, and is located at the Northeast corner of the intersection of SE 48 th Avenue and SE 112 th Street
Township:	Camp

Approved this _____ day of _____, 2023

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:


Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY


Assistant County Attorney

FISCAL NOTE: No cost to the County

#25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 67-23 approving the Final Plat of JBM Acres Plat 1.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: The Board of Supervisors approved the Preliminary Plat of JBM Acres Plat 1 on September 13, 2022 with Resolution No. 182-22.

Board/Commission Actions: The Polk County Zoning Commission met on June 27, 2022 and voted five (5) in favor and one (1) absence and one (1) vacancy on a motion to recommend approval of the Preliminary Plat of JBM Acres Plat 1, in accordance with staff's recommendation for approval.

Action Requested (Recommended): Approval

Comply with Policy: Yes. The Plat complies with the requirements of the Polk County Zoning and Subdivision Ordinances, pending approval of the one (1) waiver request.

Background: The Plat proposes four (4) single-family residential lots and on approximately 18.19 acres of land that is zoned "RR" Rural Residential District. The subject subdivision is located in the Southwest Quarter of Section 23, Township 78 North, Range 22 West (Camp Township), Polk County, Iowa. Lot 1 of the proposed subdivision will be approximately 4.47 acres in area, Lot 2 is proposed to be 2.22 acres in area, Lot 3 is proposed to be 2.39 acres in area, and Lot 4 is proposed to be 6.45 acres in area. Lot 3 contains a previously constructed single family dwellings and multiple outbuildings, and Lots 1, 2, and 4 are proposed to also contain single family dwellings. Outlot Z is proposed to be tied to the property addressed as 11394 SE 48th Avenue to the South, and will contain no additional development rights. The proposed Subdivision Waiver will allow a residential block to exceed 1,320 feet in length without the dedication of a new public roadway, which due to the site topography and prior development patterns would be impractical.

Action Impact: Approval of the Final Plat allows for its recording and future deed transfers for the new lots.

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
22/23	N	N	N	N		

Additional Fiscal Note Information (optional): None

JBM Acres Plat 1
Major Final Plat

PLAT INFORMATION: This subdivision plat proposes four (4) single-family residential lots and one (1) outlot on approximately 16.89 acres zoned "RR" Rural Residential District. The property is located at 11310 SE 48th Avenue, Runnells

SEWER: Individual Septic Systems

WATER: Des Moines Water Works

TOWNSHIP: Camp

OWNER & DEVELOPER: Jennifer Bell
(owner/developer)

Vicinity Map:



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 2213 SW 1st Street, Des Moines, Iowa 50315; and

WHEREAS, bids were received by 2:00PM on 4/20/2023; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FexSteve Limited Company	\$13,500.00
FAB Rehab	\$14,250.00
Richmond Construction	\$15,000.00

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 **\$13,500.00**; and

WHEREAS, FexSteve Limited Company, Zachary Wright 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 **\$13,500.00** 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 _____, 2023.

POLK COUNTY, IOWA

#26

Tom Hockensmith
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: Kimberly Graham
Assistant County Attorney

FISCAL NOTE: FY 22/23 revenue	\$13,500
FY 22/23 expenses	\$13,500

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 2213 SW 1st Street, Des Moines, Iowa 50315.

Agenda Date: May 2, 2023

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.

Zachary Wright owns a property at **2213 SW 1st Street, Des Moines, Iowa 50315**. Mr. Wright 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 20, 2023**. The following bids were received:

FexSteve Limited Company	\$13,500.00
FAB Rehab	\$14,250.00
Richmond Construction	\$15,000.00

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 \$13,500.00. **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	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required	
					Expense Account Code	Revenue Account Code
2022-23	Y	\$13,500	\$13,500	N	10223018.77440.01	10223018.52440
2022-23	Y	\$	\$	N	10223018.77440.05	10223018.52440
2022-23	Y	\$	\$	N	10223017.77490.04	

RESOLUTION

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

WHEREAS, health related disasters often come with little or no warning; and

WHEREAS, initial expenses in responding to such disasters must be borne by local communities; and

WHEREAS, a lengthy process to develop and sign contracts on an as-needed only basis for disaster-related funding with Iowa Department of Health and Human Services (HHS) causes additional delays in reimbursing communities for incurred expenses; and

WHEREAS, Polk County, Iowa and the Iowa Department of Health and Human Services desire to enter-into a base contract, identified as Contract 5884BT177 to expedite the disbursement of future multi-year emergency preparedness and response funding.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Contract 5884BT177 with the Iowa Department of Health and Human Services for future multi-year emergency preparedness and response funding, and authorizes the Chair of the Polk County Board of Supervisors to sign said Contract on behalf of Polk County, Iowa.

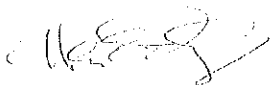
NOW, THEREFORE BE IT FURTHER RESOLVED that the Director of the Polk County Health Department, or her designee, be authorized to execute any and all documents in furtherance of this contract or its distribution.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Helen Eddy, Director
Polk County Health Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

#27

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Contract 5884BT177.

Agenda Date: May 2, 2023

Contact Individual: Mandy Penning, Deputy Director
Polk County Health Department
515-286-2005

Previous Action taken by the Board: The Board approved previous a contract and amendments for this purpose in 2015.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: During public health disasters, the process of getting contracts written and approved on an as-needed only basis between Polk County and the State of Iowa created delays in the disbursement of response funds. To minimize these delays in future response, the Iowa Department of Health and Human Services developed a “base contract” for public health disaster response emergency funding. The base contract is not disease or event specific. This contract structure allows for amendments and flexibility to expedite the funding of local response to public health emergencies. Polk County, Iowa desires to enter-into Contract 5884BT177 with the Iowa Department of Health and Human Services as a base contract under which funding for public health disaster emergencies can occur.

Action Impact: The base contract for public health emergency preparedness and response funding will allow Polk County to respond to local matters with proper funding and in an expedited way.

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	Y	0			N	10223041.77440	10223041.52480
24/25						10223041.77440	10223041.52480
25/26						10223041.77440	10223041.52480
26/27						10223041.77440	10223041.52480
27/28						10223041.77440	10223041.52480
28/29						10223041.77440	10223041.52480

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County Heritage Gallery (hereinafter "Gallery"), a nonprofit corporation, provides an avenue in which the community may appreciate the arts and provides for a cultural awareness within the community; and

WHEREAS, the Gallery hosts events and programs which support and display local statewide artists' work; and

WHEREAS, the current Lease Agreement will expire on May 31, 2023; and

WHEREAS, the Gallery wishes to enter a three (3) year Lease Agreement for the space it occupies in the Polk County Administration Building for a set yearly fee; and

WHEREAS, Polk County General Services recommends approving the three (3) year lease with the Gallery to continue providing the space to promote local and state wide artist.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached three (3) year Lease Agreement, attached hereto, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement.

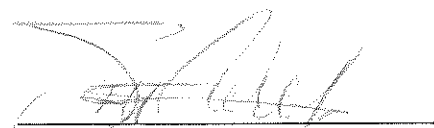
Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith
Chairperson

22/23-016

RECOMMENDED FOR APPROVAL:



Scott Ourth, Director
Department of General Services

APPROVED AS TO FORM:

#28

Kimberly Graham
POLK COUNTY ATTORNEY

By: Ralph Marascio
Assistant County Attorney

FISCAL NOTE: No fiscal impact to the County.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing Polk County to renew a three (3) year lease with the Polk County Heritage Gallery for space located at the Polk County Administration Building.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: Approval of previous three (3) year agreement, expiring May 31, 2026.

Action Requested (Recommended): Approval

Comply with Policy: N/A

Background: Polk County Heritage Gallery provides and avenue in which the community may appreciate the arts and provides for a cultural awareness within the community. Polk County Administration Building has provided space for the Gallery for many years. The Gallery is requesting to renew its three (3) year lease from June 1, 2023 through May 31, 2026 for a fee of \$12.00 per year.

Action Impact: Polk County is requested to enter a three (3) year lease.

Fiscal Note: Polk County will receive \$12.00 a year for the next three (3) years from the Polk County Heritage Gallery.

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipat ed Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	N		\$12.00			
24/25	N		\$12.00			
25/26	N		\$12.00			

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Downtown Farmers Market brings local farmers and the community together and attracts thousands of people to the downtown area every Saturday morning during the months of May, June, July, August, September and October; and

WHEREAS, the Downtown Community Alliance is requesting the use of County owned parking lots located at 120 2nd Avenue and 100 5th Street, from May 1, 2023 through October 31, 2023 during Farmers Market hours; and

WHEREAS, Polk County has attached an Agreement to authorize the Downtown Community Alliance use of the parking lots located at 120 2nd Avenue and 100 5th Street for Farmers Market vendor staging; and

WHEREAS, the aforementioned would be used for the farmers staging and easy accessibility to their farmers market product(s).

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the Downtown Community Alliance for use of County owned parking lots during the Farmers Market and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

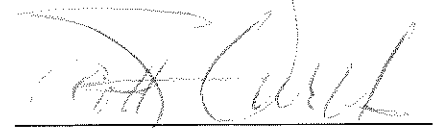
Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith
Chairperson

22/23-014

RECOMMENDED FOR APPROVAL:



Scott Ourth, Director
Department of General Services

#29

APPROVED AS TO FORM:

Kimberly Graham
POLK COUNTY ATTORNEY

By: Ralph Narveso Jr
Assistant County Attorney

FISCAL NOTE: No fiscal impact to the County.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing the Downtown Community Alliance use of the Wagner parking lot and the lot located at 120 2nd Avenue for vendor staging at the Farmers' Market.

Agenda Date: May 2nd, 2023

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

Previous Action taken by the Board:

Board/Commission Actions:

Action Requested (Recommended): This Resolution authorizes the attached agreement with the Downtown Community Alliance, for use of the Wagner parking lot and the 120 2nd Avenue parking lot for vendors of the Farmers' Market, every Saturday morning; 5:00 A.M. – 1:00 P.M, May 1, 2023 - October 31, 2023.

Comply with Policy:

Background: It was requested by the Downtown Community Alliance, for the use of the Wagner lot and the lot located at 120 2nd Avenue during the Farmers' Markets. The lot would be used for farmer's vehicles, supplies and vendor staging.

Action Impact:

Fiscal Note: No fiscal impact to the County.

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Lutheran Services in Iowa brings local farmers and the community together and attracts thousands of people to the area every Saturday morning during the months of May, June, July, August, September, and October; and

WHEREAS, the Lutheran Services in Iowa is requesting the use of County owned parking lot located at 1907 Carpenter Avenue, Des Moines, Iowa 50314 from May 1, 2023 through October 31, 2023 during Farmers Market hours; and

WHEREAS, Polk County has attached an Agreement to authorize the Lutheran Services in Iowa use of the parking lot located at 1907 Carpenter Avenue, Des Moines, Iowa 50314 for Farmers Market vendor staging; and

WHEREAS, the aforementioned would be used for the farmers staging and easy accessibility to their farmers market product(s).

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the Lutheran Services in Iowa for use of County owned parking lots during the Farmers Market 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 _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith
Chairperson

22/23-015

RECOMMENDED FOR APPROVAL:

Scott Ourth, Director
Department of General Services

#30

APPROVED AS TO FORM:

Kimberly Graham
POLK COUNTY ATTORNEY

By: Ralph Murasco
Assistant County Attorney

FISCAL NOTE: No fiscal impact to the County.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing the Lutheran Services in Iowa use of the parking lot located at 1907 Carpenter Avenue for vendor staging at the Farmers' Market.

Agenda Date: May 2nd, 2023

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

Previous Action taken by the Board:

Board/Commission Actions:

Action Requested (Recommended): This Resolution authorizes the attached agreement with the Lutheran Services in Iowa, for use of the 1907 Carpenter Avenue parking lot for vendors of the Farmers' Market, every Saturday morning; 5:00 A.M. – 1:00 P.M, May 1, 2023 - October 31, 2023.

Comply with Policy:

Background: It was requested by the Lutheran Services in Iowa, for the use of the lot located at 1907 Carpenter Avenue during the Farmers' Markets. The lot would be used for farmer's vehicles, supplies and vendor staging.

Action Impact:

Fiscal Note: No fiscal impact to the County.

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Director of Community, Family, and Youth Services is requesting a side-by-side Program Specialist position due to an extended leave of absence of an employee, and

WHEREAS, the employee is covered by the long term disability plan, leaving general funds available to cover the cost of creating the side-by-side position, and

WHEREAS, the Director indicates the side-by-side position is needed to continue the current level of service and will continue until the employee returns to work or terminates employment, and

WHEREAS, the Director of Community, Family, and Youth Services is requesting the following position modification:

- Create one (1) side-by-side Program Specialist position, AFSCME grade 15, range \$53,364-\$69,746.

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

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Munn
Assistant County Attorney

FISCAL NOTE: Minimal costs are associated with this action.

#31

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: May 2, 2023

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Create one (1) side-by-side Program Specialist position, AFSCME grade 15, range \$53,364-\$69,746.

Comply with Policy: Yes

Background: The incumbent of one Program Specialist position (#1156) in the Department of Community, Family, and Youth Services is currently on an extended leave of absence and is covered by the long term disability plan, leaving general funds available to cover the cost of creating one side-by-side position. The Director of Community, Family, and Youth Services is requesting the side-by-side position and indicates the position is needed to continue the current level of service. The position will continue until the employee returns to work or terminates employment.

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

Fiscal Note: Qualifying leaves are entitled to certain benefit continuation, if eligible. Minimal costs are associated with the creation of the side-by-side position.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
22/23	Y	1			N		
23/24	N	0			N		
24/25	N	0			N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the County Administrator, in conjunction with the Human Resources Department, has continued the review of operations within the Medical Examiner's Office and is recommending further restructuring to improve operational efficiency, and

WHEREAS, an additional Lead Medicolegal Death Investigator position was created by resolution February 21, 2023 to assist with additional case coordination and staff scheduling, and

WHEREAS, the Assistant Medical Examiner classification will acquire core functions of the vacant Operations Manager classification, including supervisory and administrative oversight of Medical Examiner Office operations and personnel management, and

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

- Re-title Medical Examiner to Chief Medical Examiner.
- Re-title Assistant Medical Examiner to Deputy Chief Medical Examiner.
- Delete one (1) vacant Operations Manager position, Management grade 24, range \$93,074-\$122,611.

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 _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph M. Munn
Assistant County Attorney

FISCAL NOTE: The estimated cost savings is \$22,373 for FY22/23, \$148,694 for FY23/24, and \$163,544 for FY24/25.

#32

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modifications within the Medical Examiner's Office

Agenda Date: May 2, 2023

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: February 21, 2023

Action Requested (Recommended): Re-title Medical Examiner to Chief Medical Examiner. Re-title Assistant Medical Examiner to Deputy Chief Medical Examiner. Delete one (1) vacant Operations Manager position, Management grade 24, range \$93,074-\$122,611.

Comply with Policy: Yes

Background: The County Administrator, in conjunction the Human Resources Department, has continued the review of operations within the Medical Examiner's Office and is recommending further restructuring to improve operational efficiency. An additional lead Medicolegal Death Investigator position was created in February 2023 to assist with additional case coordination and staff scheduling. The current Assistant Medical Examiner classification will acquire core functions of the vacant Operations Manager classification, including supervisory and administrative oversight of the Medical Examiner Office operations and personnel management.

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

Fiscal Note: Estimated cost savings is \$22,373 for FY22/23, \$148,694 for FY23/24, and \$163,544 for FY24/25.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
22/23	N	0	-\$22,373		N		
23/24	N	0	-\$148,694		N		
24/25	N	0	-\$163,544		N		

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

RESOLUTION

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

WHEREAS, the Treasurer is requesting an additional Office Generalist position, and

WHEREAS, the Treasurer indicates the position is necessary due to current workload,
and

WHEREAS, the Treasurer is requesting the following position modification:

- Create one (1) Office Generalist position, AFSCME grade 9, range \$40,753-\$53,006.

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

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Marascia
Assistant County Attorney

FISCAL NOTE: The estimated cost is \$3,671 for FY22/23, \$72,333 for FY23/24, and \$76,772 for FY24/25. The Treasurer's Office has the funds to cover the estimated cost for FY22/23.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Treasurer's Office

Agenda Date: May 2, 2023

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Create one (1) Office Generalist position, AFSCME grade 9, range \$40,753-\$53,006.

Comply with Policy: Yes

Background: The Treasurer has requested an additional Office Generalist position due to current workload.

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

Fiscal Note: The estimated cost is \$3,671 for FY22/23, \$72,333 for FY23/24, and \$76,772 for FY24/25.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
22/23	Y	1	\$3,671		N		
23/24	Y	1	\$72,333		Y	10039022	
24/25	N	0	\$76,772		N		

Additional Fiscal Note Information (optional): The Treasurer's Office has the funds to cover the estimated cost for FY22/23.

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors certified the FY23/24 budget on April 18, 2023, and

WHEREAS, the Board of Supervisors, during the FY23/24 budget deliberations, authorized the following position modifications effective July 1, 2023:

Community, Family, and Youth Services:

- Create one (1) Youth Services Team Leader position, Management grade 19, range \$77,278-\$101,635.
- Create one (1) Youth Service Worker position, AFSCME grade 16, range \$58,634-\$76,694.
- Create one (1) Stores Worker/Program Aide part-time position (<30 hours), AFSCME grade 11, \$22.413 hourly.
- Create one (1) Administrative Assistant position, Excluded grade 13, range \$58,499-\$76,696.

Conservation

- Create one (1) Park Ranger, Excluded grade 17, range \$70,403-\$92,507.
- Create two (2) Maintenance Technician positions, Excluded grade 14, range \$61,272-\$80,368.
- Reclassify one (1) Assistant Mechanic part-time position, \$25-\$26 hourly, to one (1) Mechanic full-time position, Excluded grade 17, range \$70,403-\$92,507.
- Create eighteen (18) Facility Attendant part-time positions, \$17.00-\$18.00 hourly.
- Approval of seasonal/part-time pay rate changes effective April 1, 2023.

Emergency Management

- Create one (1) Resiliency Coordinator position, Excluded grade 18, range \$73,747-\$96,953.

Sheriff

- Create one (1) Public Safety Communication Supervisor position, Management grade 20, range \$80,989-\$106,517.
- Create three (3) Public Safety Communication Specialist positions, Teamsters grade 15, range \$62,400-\$80,595.
- Delete ten (10) Detention Officer part-time positions, Teamster grade 15, \$29.900 hourly.
- Transfer cost savings from the deletion of part-time Detention Officer positions to Sheriff's Office overtime expenditures.

Public Works

- Create one (1) Roadside Biologist position, AFSCME grade 18, range \$64,258-\$84,155.

#34

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 _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Marascio
Assistant County Attorney

FISCAL NOTE: Conservation seasonal pay increases prior to July 1st are incorporated in the FY22/23 Budget. All other costs are incorporated in the FY23/24 budget.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modifications included in the FY23/24 Budget

Agenda Date: May 2, 2023

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: Certification of the FY23/24 Budget by resolution dated April 18, 2023.

Action Requested (Recommended): Create thirty-one (31) positions. Reclassify one (1) position. Delete ten (10) positions.

Comply with Policy: Yes

Background: During budget deliberations, the Board of Supervisors authorized several positions modifications effective July 1, 2023 as outlined below.

Action Impact:

Community, Family, and Youth Services:

Create one (1) Youth Services Team Leader position, Management grade 19, range \$77,278-\$101,635.

Create one (1) Youth Service Worker position, AFSCME grade 16, range \$58,634-\$76,694.

Create one (1) Stores Worker/Program Aide part-time position (<30 hours/week), AFSCME grade 11, \$22.413 hourly.

Create one (1) Administrative Assistant position, Excluded grade 13, range \$58,499-\$76,696.

Conservation

Create one (1) Park Ranger, Excluded grade 17, range \$70,403-\$92,507.

Create two (2) Maintenance Technician positions, Excluded grade 14, range \$61,272-\$80,368.

Reclassify one (1) Assistant Mechanic part-time position, \$25-\$26 hourly, to one (1) Mechanic full-time position, Excluded grade 17, range \$70,403-\$92,507.

Create eighteen (18) Facility Attendant part-time positions, \$17.00 hourly.

Approval of seasonal/part-time pay rate changes effective April 1, 2023.

Emergency Management

Create one (1) Resiliency Coordinator position, Excluded grade 18, range \$73,747-\$96,953.

Sheriff

Create one (1) Public Safety Communication Supervisor position, Management grade 20, range \$80,989-\$106,517.

Create three (3) Public Safety Communication Specialist positions, Teamsters grade 15, range \$62,400-\$80,595.

Delete ten (10) Detention Officer part-time positions, Teamster grade 15, \$29.900 hourly.

Transfer cost savings from the deletion of part-time Detention Officer positions to Sheriff's Office overtime expenditures.

Public Works

Create one (1) Roadside Biologist position, AFSCME grade 18, range \$64,258-\$84,155.

Fiscal Note: Conservation seasonal pay increases prior to July 1st are incorporated in the FY22/23 Budget. All other costs are incorporated in the FY23/24 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
22/23	N				N		
23/24	N				N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, Chapter 331.801(3) allows the Polk County Board of Supervisors to provide professional assistance as required by the county medical examiner's office;

WHEREAS, Dr. Amanda Moreno has provided Interim Medical Examiner service as an independent contractor since December, 2022, and

WHEREAS, Human Resources and the County Administrator have reviewed and recommended the restructuring of the Assistant Medical Examiner and Operations Manager positions into one (1) Deputy Chief Medical Examiner position, and

WHEREAS, Human Resources and the County Administrator recommend approval of the attached employment agreement between Polk County, Iowa, and Dr. Amanda Moreno, D.O., appointing Dr. Moreno to the position of Deputy Chief Medical Examiner for the Polk County Medical Examiner's Office.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached employment agreement with Dr. Amanda Moreno, D.O., 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 _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph M. Muesel
Assistant County Attorney

FISCAL NOTE: The Medical Examiner's Office has the funds to cover the estimated cost for FY22/23. FY23/24 and FY24/25 costs will be incorporated into the Medical Examiner's Office budget.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approval of Employment Agreement with Dr. Amanda Moreno, D.O.

Agenda Date: May 2, 2023

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Approve employment agreement with Dr. Amanda Moreno, D.O., for Deputy Chief Medical Examiner services.

Comply with Policy: Yes

Background: Chapter 331.801(3) allows the Polk County Board of Supervisors to provide professional assistance as required by the county medical examiner's office. Dr. Amanda Moreno has provided Interim Medical Examiner service as an independent contractor since December 2022. Human Resources and the County Administrator have reviewed and recommended the restructuring of the Assistant Medical Examiner and Operations Manager positions into one Deputy Chief Medical Examiner position and recommend the attached employment agreement between Polk County, Iowa and Dr. Amanda Moreno, D.O., appointing Dr. Moreno to the position of Deputy Chief Medical Examiner.

Action Impact: Authorizes the Polk County Board of Supervisors' Chair to execute the employment agreement with Dr. Amanda Moreno, D.O., on behalf of Polk County, Iowa.

Fiscal Note: The Medical Examiner's Office has the funds to cover the estimated cost for FY22/23. FY23/24 and FY24/25 costs will be incorporated into the Medical Examiner's Office 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
22/23	Y	0			N		
23/24	Y	0			N		
24/25	N	0			N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, on November 1, 2022, Polk County signed an agreement with Health Gauge Wellness Solutions to provide preventative well-being services to County employees on a pilot basis as part of the 2022-2023 wellness program, and

WHEREAS, the Polk County Human Resources Department recommends Health Gauge Wellness Solutions provide preventative well-being services to County employees as part of its regular 2023-2024 wellness program preventative screening offerings, and

WHEREAS, Polk County and Health Gauge Wellness Solutions have negotiated the attached Agreement reflecting the terms and conditions agreed to by the parties.

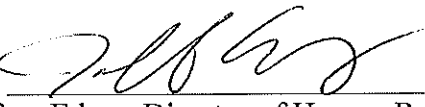
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with Health Gauge Wellness Solutions for employee well-being Services/Goods, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

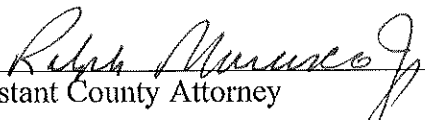
Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: Costs are incorporated in the FY 23/24 budget.

#36

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement with Health Gauge Wellness Solutions

Agenda Date: Tuesday, May 2nd 2023

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: Resolution dated November 1, 2022, authorizing Board Chair to sign Agreement with Health Gauge Solutions.

Comply with Policy: Yes

Background: In an effort to increase benefit offerings, improve employee health and decrease health plan costs, the Department of Human Resources implemented the Employee Wellness Program in 2015. In an effort to expand the program, increase employee participation, and lower health plan costs, the Department of Human Resources desires to secure the services of Health Gauge Wellness Solutions.

Action Impact: Approval of the 2023 service agreement with Health Gauge Wellness Solutions.

Fiscal Note: Costs are incorporated in the FY 23/24 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
22/23	Y				N		
23/24	Y				N		
24/25	Y				N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

WHEREAS, Polk County has contracted with Isolved Benefit Services to provide administrative services, and

WHEREAS, the Department of Human Resources recommends changing the cafeteria plan year from July 01 to January 01. This change requires an addendum to the service agreement to change the plan year and accommodate the short plan year beginning July 1, 2023 through December 31, 2023, and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached addendum, with Isolved Benefit Services, and authorizes the Chair of the Polk County Board of Supervisors to sign said Addendum on behalf of Polk County, Iowa.

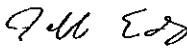
NOW, THEREFORE IT BE FURTHER RESOLVED the Director of Human Resources be authorized to execute any and all documents in furtherance of this Resolution.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: N/A

#37

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approval of addendum to Isolved Benefit Services Agreement

Agenda Date: May 02, 2023

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: By resolution dated 05/17/2011 agreement to utilize Kabel Business Services as the provider of Polk County's Cafeteria plan. By resolution dated 06/29/2021 approval of plan amendment.

Action Requested (Recommended): Approval to change the Cafeteria plan service agreement outlined in the attachment.

Comply with Policy: N/A

Background: The County is changing open enrollment from a fiscal year to a calendar year beginning January 1, 2024. This change requires we amend the cafeteria service agreement to reflect the new plan year as January 1.

Action Impact: Approval of the attached addendum authorizing Isolved Benefit Services to change the plan year from July 1 to January 1 and accommodate the short plan year from July 1, 2023 to December 31, 2023.

Fiscal Note: No additional cost impact

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

Additional Fiscal Note Information (optional): N/A

RESOLUTION

MOVED BY _____, SECONDED BY _____,

That the following Resolution be adopted:

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

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

WHEREAS, the Department of Human Resources recommends renewing said contract with Wellmark for the period July 1, 2023 through December 31, 2023, and

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

NOW, THEREFORE IT BE FURTHER RESOLVED the Director of Human Resources be authorized to execute any and all documents in furtherance of this Resolution.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Jeff Edgar

Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: *Ralph Marascio*
Assistant County Attorney

FISCAL NOTE: Costs are incorporated
in the FY 23/24 budget.

#38

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approval to renew contract with Wellmark BC/BS of Iowa

Agenda Date: May 02, 2023

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: By resolution dated 05/10/2022 approved contract renewal effective 07/01/2022.

Action Requested (Recommended): Approval of a six month contract renewal for the period July 1, 2023 through December 31, 2023 with Wellmark Blue Cross/Blue Shield of Iowa (Wellmark).

Comply with Policy: N/A

Background: Polk County has provided health insurance to its employees and retirees through a self-funded plan administered by Wellmark, since 2006. Upon completion of a competitive request for proposal, Polk County authorized a three-year contract with Wellmark beginning July 1, 2017 with the option to renew annually.

Action Impact: Approval of the attached renewal documents for administrative services with Wellmark.

Fiscal Note: Costs are incorporated in the FY 2023/24 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
23/24	N						
24/25	N						

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, Polk County, Iowa and the Iowa cities of; Des Moines, Alleman, Altoona, Bondurant, Carlisle, Elkhart, Grimes, Indianola, Johnston, Mitchellville, Norwalk, Pleasant Hill, Polk City, West Des Moines, and Windsor Heights, are members of the Metropolitan Advisory Council; and

WHEREAS, Polk County and the City of Des Moines have devoted significant resources and assets towards the provision of homeland security services; and

WHEREAS, the Metropolitan Advisory Council Homeland Security Subcommittee recommends maintaining these resources and assets to enable the City of Des Moines to provide homeland security services including major incident response throughout the metropolitan area that will serve the respective jurisdictions of each party; and

WHEREAS, all Agencies participating in the 28E Agreement for the Partial Funding of Homeland Security Services within the Metropolitan Area are required to execute the attached 28E Agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the 28E Agreement for the Partial Funding of Homeland Security Services within the Metropolitan Area and authorizes the Chairperson of the Polk County Board of Supervisors to sign said 28E Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

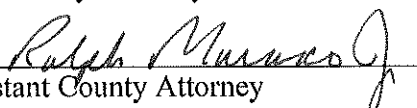
Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:


Frank Marasco, Chief Financial Officer, PCSO
10:11 am, Apr 26, 2023

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: \$27,580

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving 28E Agreement for the Partial Funding of Homeland Security Services within the Metropolitan Area.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: Approved the current 28E Agreement for the Partial Funding of Homeland Security Services within the Metropolitan Area on 09/18/2018.

Board/Commission Actions: N/A

Comply with Policy: Yes

Action Requested (Recommended): Resolution authorizes the signature of a new 28E Agreement between Polk County and the cities of Des Moines, Alleman, Altoona, Bondurant, Carlisle, Elkhart, Grimes, Indianola, Johnston, Mitchellville, Norwalk, Pleasant Hill, Polk City, West Des Moines, and Windsor Heights for the provision and funding of Homeland Security Services.

Background: Polk County and the City of Des Moines have implemented homeland security services that include the Metro STAR (Special Tactics and Response) – Weapons of Mass Destruction (WMD) and Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) Tactical Response Team and the Des Moines Bomb Squad. All of the parties to the 28E Agreement share in the financial support of the teams.

Polk County has law enforcement contracts with Alleman, Bondurant, Elkhart, and Grimes, which state that Polk County will pay these fees for those cities. Alleman and Elkhart are new signers to this 28E Agreement and are being assessed for their participation. .

Action Impact: The Polk County Sheriff's Office will continue to partner with the City of Des Moines in the provision of these homeland security services, and will continue to be able to call upon the shared resources for response to incidents in unincorporated areas of Polk County and also within the communities the Sheriff provides contracted law enforcement services. The Polk County Sheriff's Office will need a budget amendment to included funding for Alleman and Elkhart.

Fiscal Note: The Alleman and Elkhart expense are unbudgeted, for a total of \$2,877. The annual expense for FY23/24 – FY27/28 is \$27,580. The Bondurant and Grimes expenses are budgeted, for a total of \$24,704.

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	\$2,877	\$0	Y	10041001.77190	n/a
24/25	N	\$2,877	\$0	Y	n/a	n/a
25/26	N	\$2,877	\$0	Y	n/a	n/a
26/27	N	\$2,877	\$0	Y	n/a	n/a
27/28	N	\$2,877	\$0	Y	n/a	n/a

RESOLUTION

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

WHEREAS, pursuant to Iowa Code §29C.9 there is established in each county an emergency management commission to provide direction for delivery of the emergency management services of planning, administration, coordination, training and support for local governments and their departments; and

WHEREAS, pursuant to Iowa Code §29C.9 the Polk County Emergency Management Commission ("Commission") does exist and operate, being composed of duly-appointed representatives of the following governmental entities: the City of Alleman, the City of Altoona, the City of Ankeny, the City of Bondurant, the City of Clive, the City of Des Moines, the City of Elkhart, the City of Grimes, the City of Johnston, The City of Mitchellville, the City of Pleasant Hill, the City of Polk City, the City of Runnells, the City of Urbandale, the City of West Des Moines, the City of Windsor Heights, the County of Polk; and,

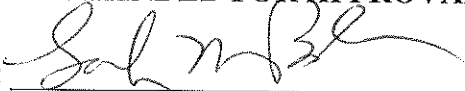
WHEREAS, pursuant to Iowa Code §29C.17 the budget of the Commission may be funded all or in part by a per capita allocation funded from city and county general funds; and,

WHEREAS, it is the intent and desire of the Polk County Emergency Management Commission and its Members to fund administration of the Commission through an annual per capita allocation funded from city and county general funds.

NOW, THEREFORE, BE IT RESOLVED, Polk County hereby approves the terms of the attached 28 E Agreement between Polk County and the Polk County Emergency Management Commission and authorizes the Chairperson to sign the attached agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2023.

RECOMMENDED FOR APPROVAL:

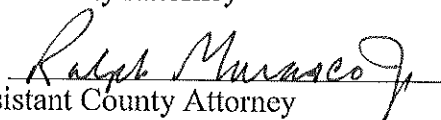
By: 
Sarah Boese
Deputy County Administrator

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE:

#40

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: 28E Agreement with Polk County Emergency Management Commission.

Agenda Date: May 2, 2023

Contact Individual: Sarah Boese, Board
286-3895

Previous Action taken by the Board: June 16, 2020

Board/Commission Actions: none

Action Requested (Recommended): Approval

Comply with Policy: yes

Background: This agreement was adopted and renewed by the Board of Supervisors and all of the municipalities in 2005, 2008, 2011, 2014, 2018 and 2020.

Action Impact: Approval of the terms of the attached agreement for the Administration of Emergency Management that will renew the per capita assessment amount of \$0.50.

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		\$14,001			20101210.77190	
24/25		\$14,001			20101210.77190	
25/26		\$14,001			20101210.77190	

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____
that the following Resolution be adopted:

SECONDED by _____

WHEREAS, Ahlers & Cooney, P.C. mistakenly submitted a deed and affidavit to the Polk County Recorder and paid a transfer tax on the transactions; and,

WHEREAS, the deed and affidavit were supposed to be submitted to the Dallas County Recorder; and,

WHEREAS, the Iowa Department of Revenue has reimbursed Legacy Bank for its portion of the tax paid; and,

WHEREAS, the requested refund amount from Polk County is \$113.71.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa authorizes the refund of \$113.71 to Ahlers & Cooney, P.C. and the Auditor is directed to take all steps necessary to process the refund.

Approved this _____ day of _____, 2023

POLK COUNTY, IOWA

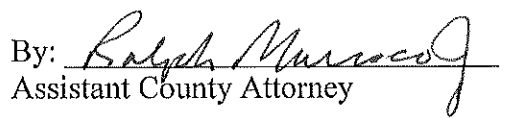
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE: FY22/23

411

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution refunding overpayment of transfer tax to Ahlers & Cooney, P.C.

Agenda Date: May 2, 2023

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 refund of overpayment of transfer tax.

Comply with Policy: Yes

Background: Ahlers & Cooney, P.C. mistakenly submitted a deed and affidavit to Polk County that should have been submitted to Dallas County. The Iowa Department of Revenue has reimbursed Ahlers & Cooney, P.C. for its portion of the tax. The Polk County Recorder is requesting that the Board of Supervisors approve a refund of \$113.71.

Action Impact: Issue refund of \$113.71.

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
22/23	N					

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____ Seconded by _____

that the following Resolution be adopted:

WHEREAS, Polk County is the owner of the facilities at the Iowa Events Center; and,

WHEREAS, Polk County agrees to the terms of the attached agreement with OVG Global Partnerships for a sponsorship package with Casamigos at the Iowa Events Center.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with OVG Global Partnerships 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 _____, 2023.

POLK COUNTY, IOWA

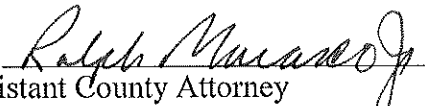
Chairperson

RECOMMENDED FOR APPROVAL:

By: 

Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE: FY22/23

42

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement with OVG Global Partnership for sponsorship with Casamigos at the Iowa Events Center.

Agenda Date: May 2, 2023

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 agreement

Comply with Policy: Yes

Background: Polk County, Iowa is the owner of the venues at the Iowa Events Center and is required to serve as the contracting party with the beverage vendors who operate within the Iowa Events Center.

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
22/23	N					

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____ Seconded by _____

that the following Resolution be adopted:

WHEREAS, Polk County is the owner of the facilities at the Iowa Events Center; and,

WHEREAS, Polk County agrees to the terms of the attached agreement with OVG Global Partnerships for a sponsorship package with Dos Hombres at the Iowa Events Center.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with OVG Global Partnerships 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 _____, 2023.

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: FY22/23

#43

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement with OVG Global Partnership for sponsorship with Dos Hombres at the Iowa Events Center.

Agenda Date: May 2, 2023

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 agreement

Comply with Policy: Yes

Background: Polk County, Iowa is the owner of the venues at the Iowa Events Center and is required to serve as the contracting party with the beverage vendors who operate within the Iowa Events Center.

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
22/23	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, the Forest Ave Outreach initiative will support the goals of the economic stability priority area by exposing students and youth in underserved neighborhoods to the building trades; and,

WHEREAS, the Forest Ave Outreach Pathway to Building Trades initiative will serve the public purpose of helping promote economic stability in underserved communities; and,

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached funding agreement with Forest Ave Outreach for the Pathway to Building Trades initiative.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

Tom Hockensmith, Chair
Polk County Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY22/23 - \$250,000

#44

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution to approve agreement with Forest Ave Outreach for Polk County funding.

Agenda Date: May 2, 2023

Contact Individual: Sarah Boese
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Action Requested (Recommended): Requesting funding.

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. The Forest Ave Outreach pathway to skilled trades project will improve economic stability in underserved communities by introducing youth to the building trades.

Action Impact: Approving funding to Forest Ave Outreach that were made available from ARPA.

Fiscal Note:

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
22/23		\$250,000		N	10109037.87531	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Italian-American Cultural Center of Iowa is a 501(c)(3) non-profit patriotic organization dedicated to promoting, preserving, and providing education about all aspects of the Italian-American culture to the Polk County community and the entire State of Iowa; and

WHEREAS, Italian-American Cultural Center of Iowa has applied for a Polk County Community Development Grant to assist with a roof replacement to the building located at 2633 Fleur Dr., Des Moines, Polk County, Iowa; and

WHEREAS, Polk County, Iowa desires to enter to into an Agreement with Italian-American Cultural Center of Iowa to award grant funds to assist with an improvement project to provide access to cultural programming and community events; and

WHEREAS, the project for Italian-American Cultural Center of Iowa serves a public purpose by improving the structure of the building that will provide a safe space for access to ethnic diversity through education, art, classes, and traditional community events; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for costs related to the roof replacement project; and

WHEREAS, the grant funds shall be sourced only from available gaming 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 \$100,000.00 to Italian-American Cultural Center of 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 _____, 2023.

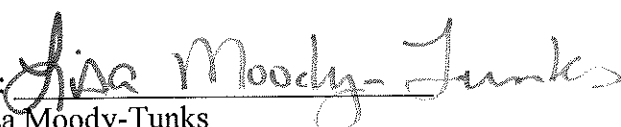
POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

#45

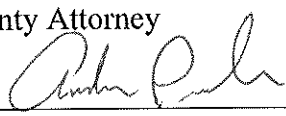
By:


Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By:


Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$100,000.00 FY22/23

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant to the Italian-American Cultural Center of Iowa, a 501(c)(3) non-profit organization.

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: Prior Community Development Grant awarded, January 5, 2022 for \$100,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Italian-American Cultural Center of Iowa has applied for grant funding to assist with an improvement project which focuses on a roof replacement to the property located 2633 Fleur Dr., Des Moines, Polk County, Iowa. Italian-American Cultural Center of Iowa's project will serve a public purpose by improving the structure of the building that will provide a safe space for access to ethnic diversity through education, art, classes and traditional community events.

Action Impact: The adoption of this resolution will award \$100,000.00 of gaming revenue to Italian-American Cultural Center of Iowa and authorizes the Chair to sign the attached agreement.

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

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
22/23	Y	\$100,000.00	\$0	N	40109032.79410	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors has identified funding for Community Betterment projects in the FY 22-23 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 of 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.

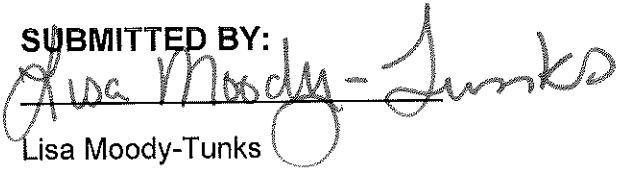
WHEREAS, the grant funds shall be sources only from available gaming revenue funds and not from tax revenues; and,

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves awarding \$125,000.00 in Community Betterment Grants, in the individual amounts as identified, to the agencies/organizations on the attached Community Betterment Grant Award List from the Community Betterment fund.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:


Lisa Moody-Tunks
Grant Administrator

Fiscal Impact: \$125,000.00 from the Community Betterment fund, FY 22-23

#46

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: May 2, 2023

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

Previous Action taken by the Board: Community Betterment Grant Award-April 18, 2023 for \$92,700.00.

Board/Commission Actions: N/A

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

Comply with Policy: Yes

Background: Polk County has funding for Community Betterment projects in the FY22-23 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 \$125,000.00 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
22/23		\$125,000.00		N		40109033.79410

Additional Fiscal Note Information (optional):

**Community Betterment Grant Awards
May 2, 2023**

Animal Rescue League of Iowa	\$3,500.00
Boys & Girls Club of Central Iowa, Inc.	\$8,000.00
Build Lincoln Higher (Boys & Girls Golf Program)	\$3,500.00
B. Well Foundation, Inc.	\$8,000.00
B. Well Foundation, Inc.	\$8,000.00
Des Moines Carousel Foundation	\$5,000.00
Des Moines Downtown Neighborhood Association	\$5,000.00
Des Moines Performing Arts	\$10,000.00
Des Moines Police Activities League	\$6,000.00
Friends of Carlisle Parks, Inc.	\$15,000.00
Greater Des Moines Botanical Gardens	\$5,000.00
Iowa Asian Alliance Foundation	\$7,000.00
SCKIC Inc. D/B/A Dorothy's House	\$10,000.00
Southeast Polk High School (Boy's & Girl's Golf Program)	\$5,000.00
Starts Right Here	\$9,000.00
Thompson Family Foundation	\$5,000.00
Union Park Neighborhood Association	\$2,000.00
VFW Post 9662 Boline-Manfredi	\$10,000.00

\$125,000.00



Federal Emergency Management Agency

Washington, D.C. 20472

March 23, 2023

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Angela Connolly
County Chair, Polk County
Polk County Administration Building
111 Court Avenue, Room 300
Des Moines, IA 50309

IN REPLY REFER TO:

Case No.: 22-07-0774P
Community Name: Polk County, IA
Community No.: 190901
Effective Date of
This Revision: **August 8, 2023**

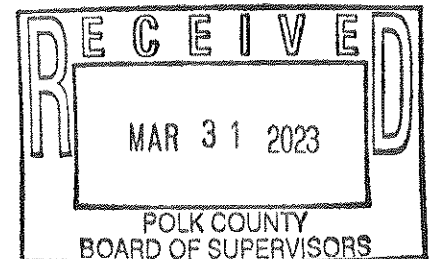
Dear Angela Connolly:

The Flood Insurance Study Report and Flood Insurance Rate Map for your community have been revised by this Letter of Map Revision (LOMR). Please use the enclosed annotated map panel revised by this LOMR for floodplain management purposes and for all flood insurance policies and renewals issued in your community.

Additional documents are enclosed which provide information regarding this LOMR. Please see the List of Enclosures below to determine which documents are included. Other attachments specific to this request may be included as referenced in the Determination Document. If you have any questions regarding floodplain management regulations for your community or the National Flood Insurance Program (NFIP) in general, please contact the Consultation Coordination Officer for your community. If you have any technical questions regarding this LOMR, please contact the Director, Mitigation Division of the Department of Homeland Security's Federal Emergency Management Agency (FEMA) in Kansas City, Missouri, at (816) 283-7003, or the FEMA Mapping and Insurance eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP). Additional information about the NFIP is available on our website at <https://www.fema.gov/flood-insurance>.

Sincerely,

Patrick "Rick" F. Sacbibit, P.E., Branch Chief
Engineering Services Branch
Federal Insurance and Mitigation Administration



List of Enclosures:

Letter of Map Revision Determination Document
Annotated Flood Insurance Rate Map
Annotated Flood Insurance Study Report

cc: Bret Vandellune
Planning and Development Manager
Polk County

Jason Conn, CFM
State NFIP Coordinator
Iowa Department of Natural Resources

Adam Bullerman, P.E.
Project Manager
Snyder & Associates

#47

To the Honorable Board of Supervisors, Polk County, Iowa:

Gentlemen: The undersigned is the owner of the following property..... On With Life, Inc., an Iowa non-profit corporation is the owner of real property located at 1002 West Washington Avenue, Polk City, Iowa 50226 with parcel number 8025.02.207.042.

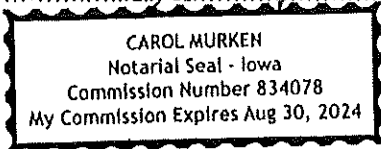
which was assessed for the year..... 2023 in dist. No. 261 at \$ 1,700,000 adjusted to 0 assessed value,.

I hereby ask that the taxes on \$ assessed value be refunded or cancelled on account of erroneous assessment as follows: On With Life acquired the property by Special Warranty Deed recorded on October 26, 2022. On With Life has since been recognized as a non-profit charitable organization and exempt from property tax. On With Life is respectfully requesting the non-profit tax exempt status be granted from the date it acquired the property, October 26, 2022, until the date the application for tax exempt status was approved. In short, On With Life respectfully requests the property be exempt from property tax beginning on October 26, 2022.

Jan Smith
(Name)
715 SW Hickory Rd, Ankeny, IA
(Address)

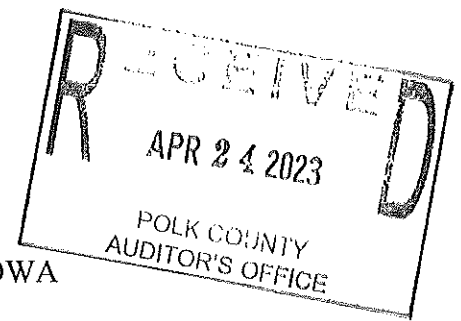
STATE OF IOWA, POLK COUNTY, ss:

Subscribed and sworn to before me, by... *Carol Murken* ...
this... *18th* ... day of... *April* ..., 2023



Deputy Auditor Polk County, Iowa

#48



IN THE SHERIFF'S OFFICE OF POLK COUNTY, IOWA

IN THE MATTER OF THE CONDEMNATION
OF CERTAIN RIGHTS IN LAND FOR THE
HAMILTON DRAIN EAST SYSTEM STORM
SEWER-PHASE 3 PROJECT (AutoZone, Inc.;
834 East Euclid Avenue, Des Moines, Iowa
50316),

by the

CITY OF DES MOINES, IOWA,
IA077011A

Applicant.

NOTICE OF APPRAISEMENT OF
DAMAGES AND TIME FOR APPEAL

TO:

Titleholders:

AutoZone, Inc

Iowa Secretary of State, Lucas State Office Building, 321 East Walnut, Des Moines, Iowa
50319

Lienholders, Encumbrancers, Secured Parties, Leaseholders, and other Interested Parties:

None.

Taxing Authority:

Polk County, Iowa, c/o Polk County Auditor, Polk County Administration Building, 111
Court Avenue, Room 230, Des Moines, IA 50309

And all other persons, companies or corporations having any interest in or owning any of the
following-described real estate:

LEGAL DESCRIPTION:

Permanent Easement

A PORTION OF LOT 134 AND 135 CAMPUS PARK AND A PORTION OF THE
SOUTH 260.00 FEET LOT 15 EUCLID PLACE, BOTH OFFICIAL PLATS, AND A
PORTION OF IRREGULAR PARCEL LYING BETWEEN SAID EUCLID PLACE

#49

AND SAID CAMPUS PARK, ALL NOW INCLUDED IN AND FORMING A PART OF THE CITY OF DES MOINES, POLK COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS.

REFERRING TO THE NORTHWEST CORNER OF SAID LOT 134; THENCE SOUTH 00°07'09" WEST, 34.29 FEET ON THE WEST LINE OF SAID LOT 134 TO THE POINT OF BEGINNING; THENCE NORTH 74°58'34" EAST, 206.82 FEET TO THE WEST LINE OF THE EAST 143 FEET OF SAID LOT 15; THENCE SOUTH 00°02'19" WEST, 20.71 FEET ON SAID WEST LINE; THENCE SOUTH 74°58'34" WEST, 206.85 FEET TO THE WEST LINE OF SAID LOT 135; THENCE NORTH 00°07'09" EAST, 20.72 FEET ON THE WEST LINE OF SAID LOTS 135 AND 134 TO THE POINT OF BEGINNING CONTAINING (4,137 SQUARE FEET) 0.09 ACRES, MORE OR LESS.

FOR THE PURPOSE OF THIS DESCRIPTION, ALL BEARING AND DISTANCES ARE REFERENCED TO NAD83(2011) IA SPCS SOUTH ZONE, US SURVEY FOOT.

Temporary Easement

A PORTION OF LOT 135, 136 AND 137, CAMPUS PARK AN OFFICIAL PLAT, NOW INCLUDED IN AND FORMING A PART OF THE CITY OF DES MOINES, POLK COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS.

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 137; THENCE NORTH 00°07'09" EAST, 145.08 FEET ON THE WEST LINE OF SAID LOTS 135, 136 AND 137; THENCE NORTH 74°58'34" EAST, 10.36 FEET; THENCE SOUTH 00°07'09" WEST, 147.78 FEET TO THE SOUTH LINE OF SAID LOT 137; THENCE NORTH 89°57'23" WEST, 10.00 FEET TO THE POINT OF BEGINNING CONTAINING (1,464 SQUARE FEET) 0.03 ACRES, MORE OR LESS.

FOR THE PURPOSE OF THIS DESCRIPTION, ALL BEARING AND DISTANCES ARE REFERENCED TO NAD83(2011) IA SPCS SOUTH ZONE, US SURVEY FOOT.

PROPERTY ADDRESS: 834 East Euclid Avenue, Des Moines, Iowa 50316.

(If broken down by property type (permanent easement and a temporary easement interest), or by property interest (owner, tenant/lessee, other), please so state:)

_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL AWARD	\$ <u>22,950⁰⁰</u>

CITY DEVELOPMENT BOARD
STATE OF IOWA

IN THE MATTER OF THE CITY OF ANKENY
VOLUNTARY ANNEXATION INCLUDING
NON-CONSENTING OWNERS

)
) NO. NC23-02 / ANKENY
)
) FILING OF WRITTEN DECISION
)

TO: City of Ankeny, Polk County Board of Supervisors, Polk County Attorney, Des Moines Area Metropolitan Planning Organization, Iowa Attorney General, Iowa Department of Transportation, Public Utilities and Interested Persons

You and each of you are hereby notified that the City Development Board has approved the annexation of territory to the City of Ankeny under City Development Board Case File No. NC23-02.

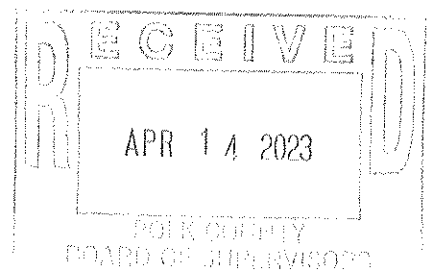
Please find enclosed the Findings of Fact, Conclusions of Law, Determination, and Final Order by the City Development Board approving the annexation. An appeal of the Board's decision may be filed within 30-days of the date of the enclosed Order.

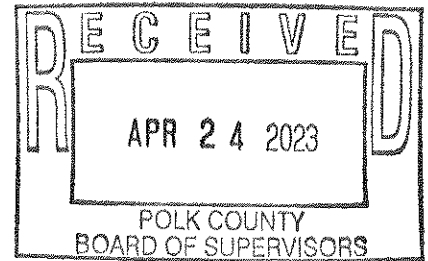
If no appeal is filed within 30-days of the date of this Order, the City Development Board will file with the Iowa Secretary of State and record with the Polk County Recorder to complete this annexation.

CITY DEVELOPMENT BOARD



Matt Rasmussen, City Development Board Administrator
Phone: 515-725-3126





CITY DEVELOPMENT BOARD
STATE OF IOWA

IN THE MATTER OF THE CITY OF	)	NO. UA23-08 / BONDURANT
BONDURANT VOLUNTARY ANNEXATION	)	NOTICE OF MEETING TO CONSIDER
WITHIN THE URBANIZED AREA OF THE CITY	)	VOLUNTARY ANNEXATION WITHIN AN
OF MITCHELLVILLE	)	URBANIZED AREA

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

You and each of you are hereby notified that the City Development Board will, pursuant to Iowa Code Section 368.7, consider the above captioned matter at its regular meeting at 1:00 p.m. on May 10, 2023, at the Iowa Economic Development Authority, 1963 Bell Avenue, Suite 200, Des Moines, Iowa. A copy of a map and legal description of the annexation territory is enclosed.

At said meeting, the City Development Board in its deliberations on approval or disapproval of said annexation, may take note of public documents or other evidence and shall give any interested party opportunity to present evidence or comment orally or in writing all in accord with Section 263-7.7, I.A.C. The City Development Board invites oral or written comments relative to the petition on or before the meeting date as noted above.

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

Should you have questions regarding this notice, please contact the City Development Board at 515/348-6196.

CITY DEVELOPMENT BOARD



Matt Rasmussen, Administrator
City Development Board

5

CITY DEVELOPMENT BOARD
STATE OF IOWA

IN THE MATTER OF THE CITY OF GRIMES	)	NO. NC23-04 / GRIMES
VOLUNTARY ANNEXATION WITHIN THE	)	
URBANIZED AREA OF THE CITIES OF	)	FILING OF WRITTEN DECISION
JOHNSTON AND URBANDALE	)	

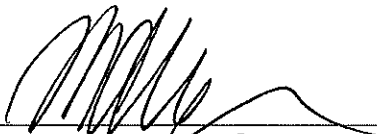
TO: Cities of Grimes, Johnston and Urbandale, Polk County Board of Supervisors,
Polk County Attorney, Dallas County Board of Supervisors, Dallas County Attorney,
Des Moines Area Metropolitan Planning Organization, Iowa Attorney General, Iowa
Department of Transportation, Public Utilities, Property Owners and Interested Persons

You and each of you are hereby notified that the City Development Board has
approved the annexation of territory to the City of Grimes under City Development
Board Case File No. NC23-04.

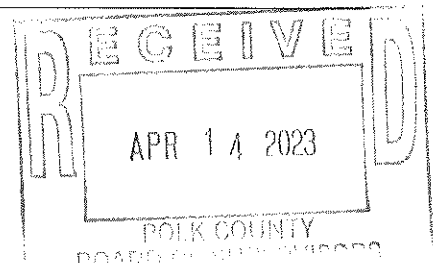
Please find enclosed the Findings of Fact, Conclusions of Law, Determination,
and Final Order by the City Development Board approving the annexation. An appeal
of the Board's decision may be filed within 30-days of the date of the enclosed Order.

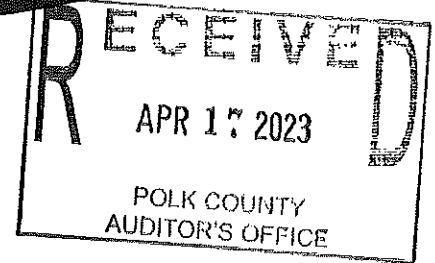
If no appeal is filed within 30-days of the date of this Order, the City
Development Board will file with the Iowa Secretary of State and record with the Polk
and Dallas County Recorders to complete this annexation.

CITY DEVELOPMENT BOARD



Matt Rasmussen, Administrator
City Development Board





DATE: April 13, 2023

TO: Board of Supervisors, Polk County

FROM: City Council
City of Altoona, Iowa

RE: Altoona Urban Renewal Area Amendment

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

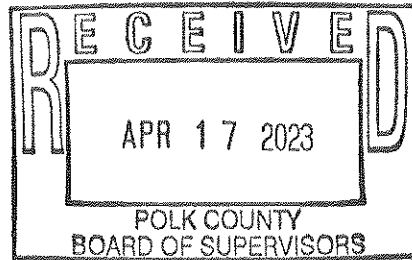
The meeting to discuss our urban renewal plan amendment has been set for Friday, April 28, 2023, at 8:30a.m. at the Altoona City Hall, Council Chambers in Altoona. If you are unable to send a representative to the meeting, we invite your written comments. In addition, Section 403.5 gives your designated representative the right to make written recommendations concerning the urban renewal plan amendment no later than seven days following the date of the meeting.

The City Council will also hold a public hearing on this urban renewal plan amendment at 6:30 o'clock p.m. on May 15, 2023, and a copy of the notice of hearing is enclosed for your information.

Please call our City Administrator at (515) 967-5136 if you have questions.

Enclosure

April 12, 2023



Chair
Polk County Board of Supervisors
Room 300
Des Moines, IA 50309

Re: Consultation Meeting on the following Urban Renewal Plan Amendments – City of Des Moines:

Metro Center Urban Renewal Plan – 32nd Amendment
Ingersoll / Grand Urban Renewal Plan – 11th Amendment
Southeast AgriBusiness Urban Renewal Plan – 14th Amendment
Merle Hay Urban Renewal Plan – 4th Amendment
Southside Urban Renewal Plan – 6th Amendment

Dear Board Chair,

The City of Des Moines is proposing to amend the Metro Center Urban Renewal Plan. The purpose of this 32nd Amendment to the Urban Renewal Plan for the Metro Center Urban Renewal Area is to:

- financial assistance from tax increment revenues in the Metro Center Urban Renewal Area for the employment, job creation/retention assistance, redevelopment, renovation and/or improvement of:
 - 13th & Mulberry, LLC, 213 13th Street and the adjacent lot west of 13th Street, amended provision of financial assistance for Phase 2 of the project;
 - Botanical Center, 909 Robert D. Ray Drive, \$400,000 reduction in economic development grant;
 - Hoyt, LLC, 610 16th Street, new construction of a 3-story, 47-unit apartment building with underground parking;
 - Indigo Dawn, LLC, 1601 6th Avenue – renamed project to Des Moines Town Hall, LP;
 - OpenLoop Health, Incorporated, sponsorship of application for financial assistance to the Iowa Economic Development Authority under the High Quality Jobs Program and forgivable loan;
 - Turrim, LLC, 515 Walnut Street, new construction of a 33-story, 390-unit apartment tower.
 - Union at Rivers Edge, LP, 1600 Indianola Avenue, new construction of a 6-story, 192-unit multi-family apartment building and a 3-story, 24-unit apartment building;

and to include these new projects and material amendments to existing projects and updated text for other previously-approved projects in the amended and updated Appendix C --Approved Economic Development and Redevelopment Activities.

- Update the Financial Condition Report to reflect the new project and material amendment to existing projects incorporated in Appendices C and D.

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- Amend and update Appendix D – Approved Public Improvement, Street and Parking Projects to provide a listing of projects scheduled for funding from tax increment revenues in the Metro Center Urban Renewal Area during the fiscal years that are set out in the City Capital Improvement Program for Fiscal Years 2022/23 through 2026/27.

The City of Des Moines is also proposing to amend the Ingersoll/Grand Urban Renewal Plan. The purpose of this 11th Amendment to the Urban Renewal Plan for the Ingersoll/Grand Urban Renewal Area is to:

- Update the Financial Condition Report incorporated in Exhibit C to reflect the new projects and material amendments to existing projects.
- Amend and update Appendix D – *Approved Public Improvement Projects* to reflect updates to the Capital Improvement Plan funded with tax increment revenues from the Ingersoll-Grand Commercial Urban Renewal Area.
 - Updated funding for Ingersoll-Grand Streetscape – MLK Jr. Parkway to 42nd Street
- Update Appendix E – *Approved Economic Development and Redevelopment Projects and Activities* to amend the provision of financial assistance from tax increment revenues in the Ingersoll-Grand Commercial Urban Renewal Area for the following projects:
 - Terrace Hill I, L.L.C. – 2515 and 2525 Grand Avenue. The amendment to the Development Agreement provides for a revision to the economic development grant schedule.

The City of Des Moines is also proposing to amend the Southeast AgriBusiness Urban Renewal Plan. The purpose of this 14th Amendment to the Urban Renewal Plan for the Southeast AgriBusiness Urban Renewal Area is to:

- Amend Appendix B – Approved Public Improvements, Public Buildings and Street Projects to add additional funding for the next phase of the Southeast Connector project and to include funding plans for additional land acquisitions
- Update *Exhibit A - Financial Condition Report* to reflect the new projects and material amendments to existing projects.

The City of Des Moines is also proposing to amend the Merle Hay Urban Renewal Plan. The purpose of this 4th Amendment to the Urban Renewal Plan for the Merle Hay Urban Renewal Area is to:

- Update *Appendix C- Financial Condition Report* to reflect the financial impact of the tax increment assisted projects which are detailed in *Appendix D - Approved Economic Development and Redevelopment Activities*.
- Amend *Appendix D - Approved Economic Development and Redevelopment Activities* which provides a summary of projects receiving or proposed to receive economic development assistance from the tax increment revenues from the Merle Hay Commercial Urban Renewal Area by updating the description of the Merle Hay Mall Phase III to include approval details for the Third Amendment to the Urban Renewal Development Agreement.
- Amend *Appendix E – Approved Public Improvement Projects* to describe updates to the Capital Improvement Plan funded with tax increment revenues from the Merle Hay Commercial Urban Renewal Area for revised funding for the Merle Hay Corridor Plan.

The City of Des Moines is also proposing to amend the Southside Urban Renewal Plan. The purpose of this 6th Amendment to the Urban Renewal Plan for the Southside Urban Renewal Area is to:

- Update the Financial Condition Report to reflect the approved projects and anticipated use of tax increment funds as set forth in Attachment B - *Financial Condition Report – Southside Economic Development District Urban Renewal Plan (6th Amendment)*
- Update Southridge Redevelopment Project details as set forth in Appendix A - *Approved Economic and Redevelopment Activities (6th Amendment)* to include a grant agreement for Native Business Services, LLC.

The consultation meeting has been set for:

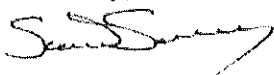
Tuesday, April 25, 2023 at 11am
Zoom Link : <https://zoom.us/join>
Meeting ID: 818 9891 9226
Passcode: 980528

Dial by your location
+1 312 626 6799 US (Chicago)

You may submit a written recommendation for modification of the proposed division of revenue from the tax increment by delivering such recommendation to the City Clerk within seven days following the consultation meeting.

The City will make a written response to any such recommendations no later than seven days prior to the public hearing. The public hearing will be held on May 22 at 5:00 p.m. in the Council Chambers at 400 Robert D Ray Drive. At that time, the City Council will consider the proposed amendment to the urban renewal plan and all comments, recommendations and responses regarding the amendments.

Sincerely,



Scott Sanders
City Manager

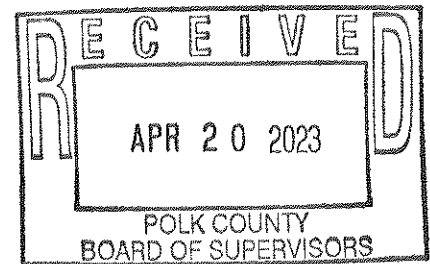
Enclosures:

- Metro Center Urban Renewal Plan Notice of Public Hearing and Urban Renewal Plan Thirty-Second Amendment Draft
- Ingersoll / Grand Urban Renewal Plan Notice of Public Hearing and Urban Renewal Plan Eleventh Amendment Draft
- Southeast AgriBusiness Urban Renewal Plan Notice of Public Hearing and Urban Renewal Plan Fourteenth Amendment Draft
- Merle Hay Urban Renewal Plan Notice of Public Hearing and Urban Renewal Plan Fourth Amendment Draft
- Southside Urban Renewal Plan Notice of Public Hearing and Urban Renewal Plan Sixth Amendment Draft

April 18, 2023

Board of Supervisors of Polk County
c/o Polk County Auditor
111 Court Avenue, Room 300 P. O. Box 10
Des Moines, IA 50309

Ref: Proposed Amendment No. 6 to the NW 62nd Urban Renewal Plan
Johnston, IA



Dear Auditor:

Pursuant to Chapter 403 of the Code of Iowa, the city of Johnston is proposing Amendment No. 6 to the NW 62nd Ave Urban Renewal Plan and the district boundaries for the purpose of economic development

Enclosed for your information are copies of the Notice of Consultations, Notice of Public Hearings, and the Resolutions with the proposed plans. The city is requesting a representative of your organization attend a consultation regarding the amendment to the plan. The consultation is scheduled for:

Tuesday, April 26th, 2023
1PM
Johnston City Hall, 6221 Merle Hay Road

At the consultation the City will discuss:

- The estimated growth in valuation of taxable property included in the proposed Urban Renewal Area,
- The fiscal impact of the division of revenue of the affected taxing entities,
- The impact on the provision of services by each of the affected taxing entities in the proposed Urban Renewal Area,

Please note there are no active TIF Ordinances in this Urban Renewal Area.

Following the consultation, your representative will have seven (7) days to make a written recommendation for modification of the division of revenue.

Please contact me at (515) 727-7760 if you have any comments or questions.

Sincerely,
Economic Development Manager
Adam Plagge